

City of Maple Ridge

COUNCIL MEETING AGENDA

February 27, 2018

7:00 p.m.

Council Chamber

MEETING DECORUM

Council would like to remind all people present tonight that serious issues are decided at Council meetings which affect many people's lives. Therefore, we ask that you act with the appropriate decorum that a Council Meeting deserves. Commentary and conversations by the public are distracting. Should anyone disrupt the Council Meeting in any way, the meeting will be stopped and that person's behavior will be reprimanded. *The meeting is live streamed and recorded by the City of Maple Ridge.*

Note: This Agenda is also posted on the City's Web Site at www.mapleridge.ca

The purpose of a Council meeting is to enact powers given to Council by using bylaws or resolutions. This is the final venue for debate of issues before voting on a bylaw or resolution.

100 ***CALL TO ORDER***

200 ***AMENDMENTS TO THE AGENDA***

300 ***APPROVAL OF THE AGENDA***

400 ***ADOPTION OF MINUTES***

- Special Council Meeting Minutes of February 13, 2018
- Regular Council Meeting Minutes of February 13, 2018

500 ***PRESENTATIONS AT THE REQUEST OF COUNCIL***

600 ***DELEGATIONS***

601 **Alouette River Management Society Annual Report ("ARMS")**

- Greta Borick-Cunningham, Executive Director

602 **Maple Ridge Pitt Meadows Community Services - Youth Wellness Centre**

- Alicia Erenli, Youth Wellness Centre – Program Coordinator/Site Lead
- Shelley Grogan, Director of Fund Development

603 **Leisure Centre Accommodation Plan**

- Christa Balatti, Recreation Manager Health & Wellness

650 ***QUESTIONS FROM THE PUBLIC***

Note: Questions from the Public are limited to 15 minutes unless extended by a motion approved by the majority of Council

700 ***ITEMS ON CONSENT***

701 **Minutes**

701.1 Development Agreements Committee Meetings

- February 13, 2018

701.2 Minutes of Committees and Commissions of Council

- Maple Ridge Community Heritage Commission
 - December 14, 2017
 - January 11, 2018

702 **Reports**

702.1 **Disbursements for the month ended January 31, 2018**

Staff report dated February 27, 2018 recommending that the disbursements for the month ended January 31, 2018 be received for information.

702.2 **2017 Council Expenses**

Staff report dated February 27, 2018 recommending that Council expenses recorded to the end of December, 2017 be received for information.

703 **Correspondence**

704 **Release of Items from Closed Council Status**

From the January 30, 2018 Closed Council Meeting

04.01 Appointment to the Board of Variance ("BOV")

04.02 Maple Ridge Social Policy Advisory Committee Membership –
2018 Member Appointments

From the February 13, 2018 Closed Council Meeting

04.01 Environmental Advisory Committee Membership – 2018 Member
Appointments

800 ***UNFINISHED BUSINESS***

900 ***CORRESPONDENCE***

1000 ***BYLAWS***

Note: ***Items 1001 to 1003 are from the February 20, 2018 Public Hearing***

Bylaws for Third Reading

1001 **2016-004-RZ, 13245 236 Street**

Maple Ridge Zone Amending Bylaw No. 7211-2016

To rezone from RS-2 (One Family Suburban Residential) and RS-3 (One Family Rural Residential) to RM-1 (Townhouse Residential) to permit the future development of 31 townhouse units

Third reading

1002 **2016-091-RZ, 14155 Marc Road**

1002.1 **Maple Ridge Official Community Plan Amending Bylaw No. 7416-2017**

To amend Silver Valley Area Plan Figure 2 from Eco Cluster and Conservation to Conservation, Eco Cluster and Neighbourhood Park; to Amend Silver Valley Area Plan Figure 4: Trail/Open Space as shown; to Add to Conservation, Add to Neighbourhood Park, to Remove from Conservation and Add to Trail

Third reading

1002.2 **Maple Ridge Zone Amending Bylaw No. 7254-2016**

To rezone from A-2 (Upland Agricultural) to R-1 (Residential District) and R-2 (Urban Residential District) to permit a future subdivision of approximately 109 lots

Third reading

- 1003 **2018-022-RZ, Text Amendment**
 Maple Ridge Zone Amending Bylaw No. 7428-2018
 To prohibit the retail sale of cannabis
 Third reading

Bylaws for Adoption

- 1004 **2016-244-RZ, 11184, 11154 and 11080 240 Street Housing Agreement**
 Bylaw No. 7434-2018
 To authorize the protection of 8 second storey rental housing units in
 perpetuity
 Adoption
- 1005 **2017-242-RZ, Maple Ridge Zone Amending Bylaw No. 7394-2017**
 To amend Part 2 Interpretation and Part 4 General Regulations of the
 Maple Ridge Zoning Bylaw No. 3510 – 1985 to expand and regulate home
 occupation opportunities to better support home occupations throughout
 the City
 Adoption

1100 ***REPORTS AND RECOMMENDATIONS***

Public Works and Development Services

- 1101 **2017-390-RZ, 23084 and 23100 Lougheed Highway, RS-3 to RM-4**

 Staff report dated February 27, 2018 recommending that Maple Ridge
 Zone Amending Bylaw No. 7442-2018 to rezone from RS-3 (One Family
 Rural Residential) to RM-4 (Multiple Family Residential) to permit
 construction of a townhouse development with approximately 32 units in 6
 buildings be given first reading and that the applicant provide further
 information as described on Schedules A, C, E, F and G of the Development
 Procedures Bylaw No. 5879-1999.
- 1102 **2017-432-RZ, 20234 Lorne Avenue, from RS-1 to RM-1**

 Staff report dated February 27, 2018 recommending that Maple Ridge
 Zone Amending Bylaw No. 7398-2017 to rezone from RS-1 (One Family
 Urban Residential) to RM-1 (Townhouse Residential) to permit development
 of approximately 5 townhouse units be given first reading and that the
 applicant provide further information as described on Schedules C, D, and
 E of the Development Procedures Bylaw No. 5879-1999.

1103 2017-473-RZ, 13616 and 13660 232 Street, RS-3 to RST-SV, R-3, R-1 and RS-1

Staff report dated February 27, 2018 recommending that Maple Ridge Zone Amending Bylaw No. 7431-2018 to rezone from RS-3 (One Family Rural Residential) to RST-SV (Street Townhouse-Silver Valley), R-3 (Special Amenity Residential District), R-1 (Residential District) and RS-1 (One Family Urban Residential) to permit future development of approximately 10 street townhouse units and approximately 13 single family lots be given first reading and that the applicant provide further information as described on Schedules A through G and J of the Development Procedures Bylaw No. 5879-1999 along with information required for an Intensive Residential Development Permit and a Subdivision Application.

Financial and Corporate Services (including Fire and Police)

1131 Community Emergency Preparedness Fund Grant Application

Staff report dated February 27, 2018 recommending that the Emergency Operations Centres & Training grant application be supported.

1132 2018 Election – Appointment of Officers

Staff report dated February 27, 2018 recommending that Laura Benson, Corporate Officer be appointed as Chief Election Officer and that Tonya Polz be appointed as Deputy Chief Election Officer for the October 20, 2018 Maple Ridge general local election.

Parks, Recreation & Culture

1151 Award of Contract - ITT-PL17-87: Maple Ridge Leisure Centre Upgrades

Staff report dated February 27, 2018 recommending that Contract ITT-PL17-87: Maple Ridge Leisure Centre Upgrades be awarded to Chandos Construction Ltd., that a contingency be established, that the Financial Plan be amended and that the Corporate Officer be authorized to execute the contract.

Administration

1171

Other Committee Issues

1191

1200 ***STAFF REPORTS***

1300 ***OTHER MATTERS DEEMED EXPEDIENT***

1400 ***NOTICES OF MOTION AND MATTERS FOR FUTURE MEETING***

1500 ***ADJOURNMENT***

QUESTIONS FROM THE PUBLIC

The purpose of the Question Period is to provide the public with an opportunity to ask questions of Council on items that are of concern to them, with the exception of Public Hearing bylaws which have not yet reached conclusion.

Council will not tolerate any derogatory remarks directed at Council or staff members.

Each person will be permitted 2 minutes to ask their question (a second opportunity is permitted if no one else is sitting in the chairs in front of the podium). Questions must be directed to the Chair of the meeting and not to individual members of Council. The total Question Period is limited to 15 minutes.

Council reserves the right to defer responding to a question in order to obtain the information required to provide a complete and accurate response.

Other opportunities are available to address Council including public hearings, delegations and community forum. The public may also make their views known to Council by writing or via email and by attending open houses, workshops and information meetings. Serving on an Advisory Committee is an excellent way to have a voice in the future of this community.

For more information on these opportunities contact:

Clerk's Department at **604-463-5221** or clerks@mapleridge.ca.

Mayor and Council at mayorandcouncil@mapleridge.ca.

Checked by: _____

Date: _____

401 Minutes of Regular and Special Council Meetings

City of Maple Ridge

SPECIAL COUNCIL MEETING MINUTES

February 13, 2018

The Minutes of the Special City Council Meeting held on February 13, 2018 at 6:30 p.m. in the Blaney Room of the City Hall, 11995 Haney Place, Maple Ridge, British Columbia for the purpose of transacting regular City business.

PRESENT

Elected Officials

Councillor C. Bell
Councillor Duncan
Councillor B. Masse
Councillor T. Shymkiw
Councillor C. Speirs

Appointed Staff

D. Pollock, Acting General Manager of Public Works
and Development Services
K. Swift, General Manager of Parks, Recreation & Culture
L. Benson, Corporate Officer

ABSENT

Mayor N. Read
Councillor G. Robson

Note: These Minutes are also posted on the City's Web Site at www.mapleridge.ca

1.0 *CALL TO ORDER*

2.0 *APPROVAL OF THE AGENDA*

R/2018-091

It was moved and seconded

That the agenda for the February 13, 2018 Special Council Meeting be approved.

CARRIED

3.0 *NOTICE OF CLOSED COUNCIL MEETING*

R/2018-092

It was moved and seconded

That the meeting following this meeting at 6:00 p.m. be closed to the public pursuant to Sections 90 (1) and 90 (2) of the Community Charter as the subject matter being considered relates to the following:

Section 90(1)(a) **Personal information about an identifiable individual who holds or is being considered for a position on a Committee of Council as appointed by the municipality.**

Any other matter that may be brought before the Council that meets the requirements for a meeting closed to the public pursuant to Sections 90 (1) and 90 (2) of the Community Charter or Freedom of Information and Protection of Privacy Act.

CARRIED

4.0 ***ADJOURNMENT*** – 6:35 p.m.

N. Read, Mayor

Certified Correct

L. Benson, Corporate Officer

City of Maple Ridge

COUNCIL MEETING MINUTES

February 13, 2018

The Minutes of the City Council Meeting held on February 13, 2018 at 7:00 p.m. in the Council Chamber of the City Hall, 11995 Haney Place, Maple Ridge, British Columbia for the purpose of transacting regular City business.

PRESENT

Elected Officials

Councillor C. Bell
Councillor K. Duncan
Councillor B. Masse
Councillor G. Robson
Councillor T. Shymkiw
Councillor C. Speirs

Appointed Staff

P. Gill, Chief Administrative Officer
K. Swift, General Manager of Parks, Recreation & Culture
D. Pollock, Acting General Manager Public Works and
Development Services
T. Thompson, Interim Director of Finance
C. Carter, Director of Planning
L. Benson, Corporate Officer
A. Gaunt, Confidential Secretary

ABSENT

Mayor N. Read

Other staff as required

L. Siracusa, Manager of Economic Development

Note: These Minutes are also posted on the City's Web Site at www.mapleridge.ca

The meeting was live streamed and recorded by the City of Maple Ridge

Note: In the absence of Mayor Read Councillor Duncan chaired the meeting as Acting Mayor

100 ***CALL TO ORDER***

200 ***AMENDMENTS TO THE AGENDA*** – Nil

300 ***APPROVAL OF THE AGENDA***

R/2018-093

It was moved and seconded

That the agenda for the February 13, 2018 Council Meeting be approved as circulated.

CARRIED

400 ***ADOPTION AND RECEIPT OF MINUTES***

401 Minutes of the Special Council Meeting of January 30, 2018 and the Regular Council Meeting of January 30, 2018

R/2018-094

It was moved and seconded

That the minutes of the Special Council Meeting of January 30, 2018 and the Regular Council Meeting of January 30, 2018 be adopted as circulated.

CARRIED

500 ***PRESENTATIONS AT THE REQUEST OF COUNCIL***

501 **Maple Ridge Tourism Presentation**

- Lino Siracusa, Manager of Economic Development

The Manager of Economic Development showcased a video to be used in promoting tourism for the City of Maple Ridge.

600 ***DELEGATIONS***

601 **Government Finance Officers Association (“GFOA”) Presentation**

- Patrice Impey, Chief Financial Officer and General Manager of Finance, Risk, and Supply Chain Management

On behalf of the Government Finance Officers Association (“GFOA”) Ms. Impey recognized the City of Maple Ridge for its excellence in financial reporting. She provided a background on the GFOA and reported that the City of Maple Ridge has been a leader in financial reporting for some time and has been recognized for the last 27 years with the same award. She commented on the City’s open government portal and its commitment to transparency for citizens.

602 Festivals and Special Events Highlights

- Yvonne Chui, Arts and Community Connections Manager

The Arts and Community Connections Manager gave a PowerPoint presentation sharing highlights of community festivals and special events which occurred in Maple Ridge throughout 2017 and showcasing events planned for 2018. She provided information on volunteers involved in the various events and advised on how events are brought forward and planned.

650 *QUESTIONS FROM THE PUBLIC*

Note: Questions from the Public are limited to 15 minutes unless extended by a motion approved by the majority of Council

Maureen Wong

Ms. Wong expressed concern with the alternative approval process in that it seems bureaucratically complex and has been criticized for being poorly advised. She also expressed concern that the process of not responding during the process is considered the same as endorsing the projects put forward. Ms. Wong asked whether there is a more democratic way to run this process.

The Corporate Officer provided details on the alternative approval process and outlined pros and cons to the process.

Ms. Wong stated that she felt this process is not equally accessible to all and expressed concern with approval by negation. She believes that a more straightforward referendum would have been more appropriate. She also stated that the 30 day time period is not long enough.

Acting Mayor Duncan addressed Ms. Wong's concerns and acknowledged the challenges with the process.

Joanne Mitchell

Ms. Mitchell advised that she has been collecting signatures for the alternative approval process. She asked what the percentage is to turn down proposed projects. The Acting Mayor advised that the percentage is 10%.

Ms. Mitchell asked that if the 10% mark is reached will the items then go to referendum or will the answer just be no.

The Corporate Officer clarified the next steps in the process should the 10% be reached.

Ms. Mitchell expressed concern that the process is been very confusing. She feels that citizens are not aware of the alternative approval process taking place and that the process is not transparent.

700 ***ITEMS ON CONSENT***

701 ***Minutes***

701.1 Development Agreements Committee Meeting

- February 6, 2018

701.2 Committees and Commissions of Council

- Maple Ridge Social Policy Advisory Committee – May 3, 2017

702 ***Reports*** – Nil

703 ***Correspondence*** – Nil

704 ***Release of Items from Closed Council Status*** – Nil

R/2018-095

It was moved and seconded

That Items 701.1 and 701.2 on the “Items on Consent” agenda be received into the record.

CARRIED

800 ***UNFINISHED BUSINESS*** – Nil

900 ***CORRESPONDENCE*** – Nil

1000 ***BYLAWS*** – Nil

1100 ***REPORTS AND RECOMMENDATIONS***

Public Works and Development Services

1101 **2017-574-AL, 12791 232 Street, Application to Exclude Land from the Agricultural Land Reserve**

Staff report dated February 13, 2018 providing the option to authorize or not authorize that Application 2017-574-AL, to exclude a remnant parcel of 0.40 hectares (1 acre) from the Agricultural Land Reserve, go forward to the Agricultural Land Commission.

R/2018-096

It was moved and seconded

That the application be authorized to go forward to the Agricultural Land Commission with a summary of Council's comments and the staff report.

CARRIED

Councillor Duncan, Councillor Speirs - OPPOSED

1102 **2017-527-RZ, 21322 121 Avenue, RS-1 to R-1**

Staff report dated February 13, 2018 recommending that Maple Ridge Zone Amending Bylaw No. 7429-2018 to rezone from RS-1 (One Family Urban Residential) to R-1 (Residential District) to permit future subdivision of approximately two single family lots be given first reading and second reading and be forwarded to Public Hearing.

R/2018-097

It was moved and seconded

- 1) **That Bylaw No. 7429-2018 be given first and second reading, and be forwarded to Public Hearing;**
- 2) **That the following terms and conditions be met prior to final reading:**
 - i) **Road dedication on 121 Avenue as required;**
 - ii) **Registration of a Restrictive Covenant for Stormwater Management;**
 - iii) **Registration of a Tree Preservation Protection Covenant;**
 - iv) **Removal of existing buildings;**
 - v) **In addition to the site profile, a disclosure statement must be submitted by a Professional Engineer advising whether there is any evidence of underground fuel storage tanks on the subject property. If so, a Stage 1 Site Investigation Report is required to ensure that the subject property is not a contaminated site.**

- vi) In accordance with Council's Community Amenity Contribution (CAC) Program Policy 6.31 this application is subject to a CAC contribution.

CARRIED

1103 2016-244-RZ, 11184, 11154 and 11080 240 Street

Staff report dated February 13, 2018 recommending that 11184, 11154 and 11080 240 Street Housing Agreement Bylaw No. 7434-2018 be given first, second and third readings.

R/2018-098

It was moved and seconded

That Bylaw No. 7434-2018 be given first, second and third readings.

CARRIED

Financial and Corporate Services (including Fire and Police) – Nil

Parks, Recreation & Culture

Note: Councillor Robson left the meeting at 7:40 p.m. He did not return.

1151 Festival Support Grant Recommendations 2018

Staff report dated February 13, 2018 recommending that festival support allocations for May 1 to October 31, 2018 be approved.

R/2018-099

It was moved and seconded

That festival support allocations totaling \$76,620 for May 1 to October 31, 2018, as outlined in Attachment 1 to the Festival Grant Program Recommendations – Intake One report dated February 13, 2018, be approved.

CARRIED

1152 Additional Electrical Access and Lighting in Memorial Peace Park

Staff report dated February 13, 2018 recommending that funds be used for new electrical and lighting enhancements to the west side of Memorial Peace Park to improve the efficiency and usage of the overall site.

R/2018-100

It was moved and seconded

That \$70,000 be provided from the 2017 General Revenue annual surplus to fund new electrical and lighting enhancements in Memorial Peace Park.

CARRIED

1153 Invitation to Host the 2020, 2021 or 2022 55+ BC Games

Staff report dated February 13, 2018 recommending that the invitation received from the BC Seniors Games Society to bid on hosting the 2020, 2021 or 2022 55+ BC Games be respectfully declined.

R/2018-101

It was moved and seconded

That the invitation received from the BC Seniors Games Society to bid on hosting the 2020, 2021 or 2022 55+ BC Games be respectfully declined.

CARRIED

Administration

1171 Draft Tourism Strategy

Staff report dated February 13, 2018 recommending that the Draft Tourism Strategy be received into the record and that the final Tourism Strategy be brought forward for consideration and approval at a future Council meeting.

The Manager of Economic Development reviewed the staff report. Council members provided feedback on the draft tourism strategy.

R/2018-102

It was moved and seconded

That the Draft Tourism Strategy be received into the record and that the final Tourism Strategy reflecting Council feedback be brought forward for consideration and approval at a future Council meeting.

CARRIED

Other Committee Issues – Nil

1200 ***STAFF REPORTS*** – Nil

1300 ***OTHER MATTERS DEEMED EXPEDIENT*** – Nil

1400 ***NOTICES OF MOTION AND MATTERS FOR FUTURE MEETINGS*** – Nil

1500 ***ADJOURNMENT*** – 8:00 p.m.

Certified Correct

N. Read, Mayor

L. Benson, Corporate Officer

700 *ITEMS ON CONSENT*

701.1 Development Agreements Committee

**CITY OF MAPLE RIDGE
DEVELOPMENT AGREEMENTS COMMITTEE**

February 13, 2018
Mayor's Office

CIRCULATED TO:

Kiersten Duncan, Acting Mayor
Chair

Paul Gill, Chief Administrative Officer
Member

Catherine Schmidt, Recording Secretary

1. 17-126803 BG

LEGAL: Lot 97 Section 3 Township 12 New Westminster District
Plan BCP23574

LOCATION: 24723 103B Avenue

OWNER: Xin Yin and Chang S. Wang

REQUIRED AGREEMENTS: Temporary Residential Use Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 17-126803 BG.

CARRIED

2. 16-124259 BG

LEGAL: North Half Lot 763 District Lot 278 Group 1 New Westminster District
Plan 114;
North Half Lot 766 District Lot 278 Group 1 New Westminster District
Plan 114

LOCATION: 11295 Dartford Street

OWNER: Kenneth G. MacDonald and Rochelle N. MacDonald

REQUIRED AGREEMENTS: Secondary Suite Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 16-124259 BG.

CARRIED

3. 16-124257 BG

LEGAL: South Half of Lot 763 District Lot 278 Group 1 New Westminster
District Plan 114;
South Half of Lot 766 District Lot 278 Group 1 New Westminster
District Plan 114

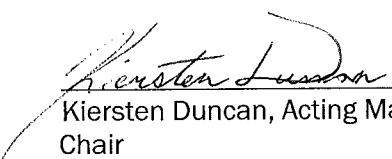
LOCATION: 11277 Dartford Street

OWNER: Randy A. MacDonald and Margaret MacDonald

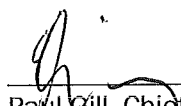
REQUIRED AGREEMENTS: Secondary Suite Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING
DOCUMENT AS IT RELATES TO 16-124257 BG.

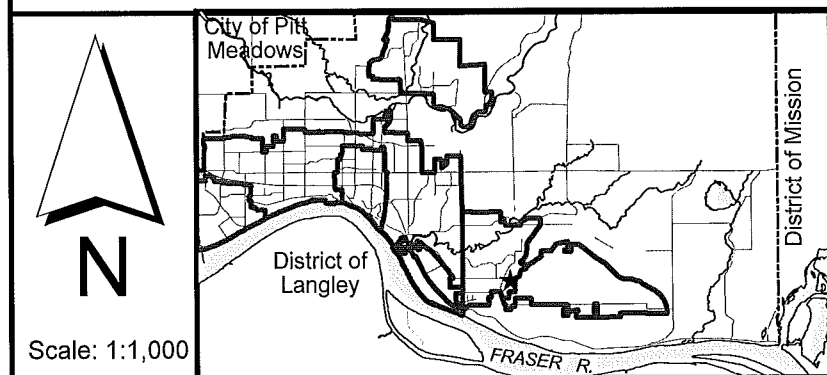
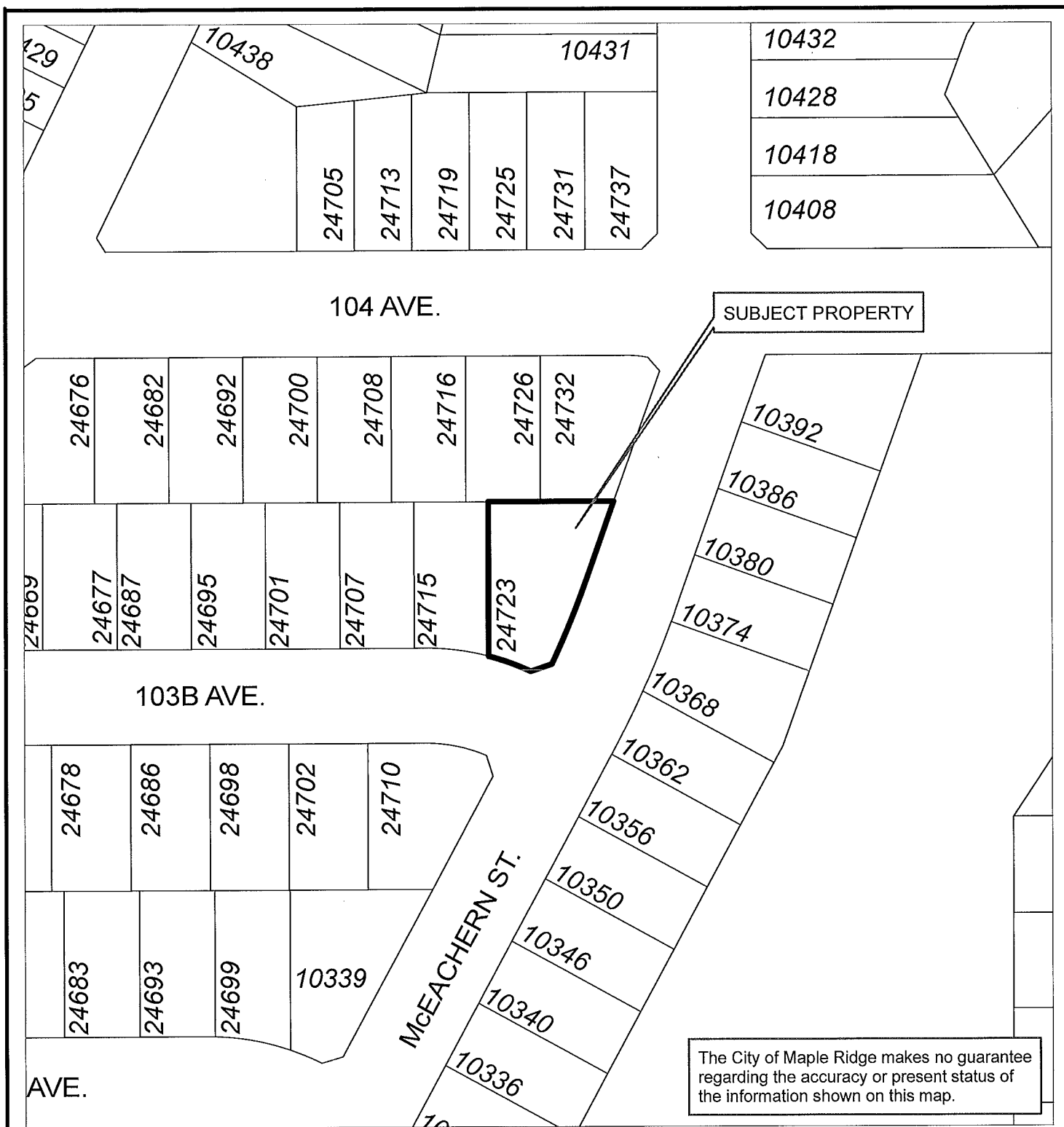
CARRIED



Kiersten Duncan, Acting Mayor
Chair



Paul Gill, Chief Administrative Officer
Member



24723 103B Ave

ENGINEERING DEPARTMENT



MAPLE RIDGE

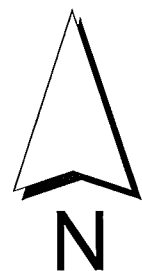
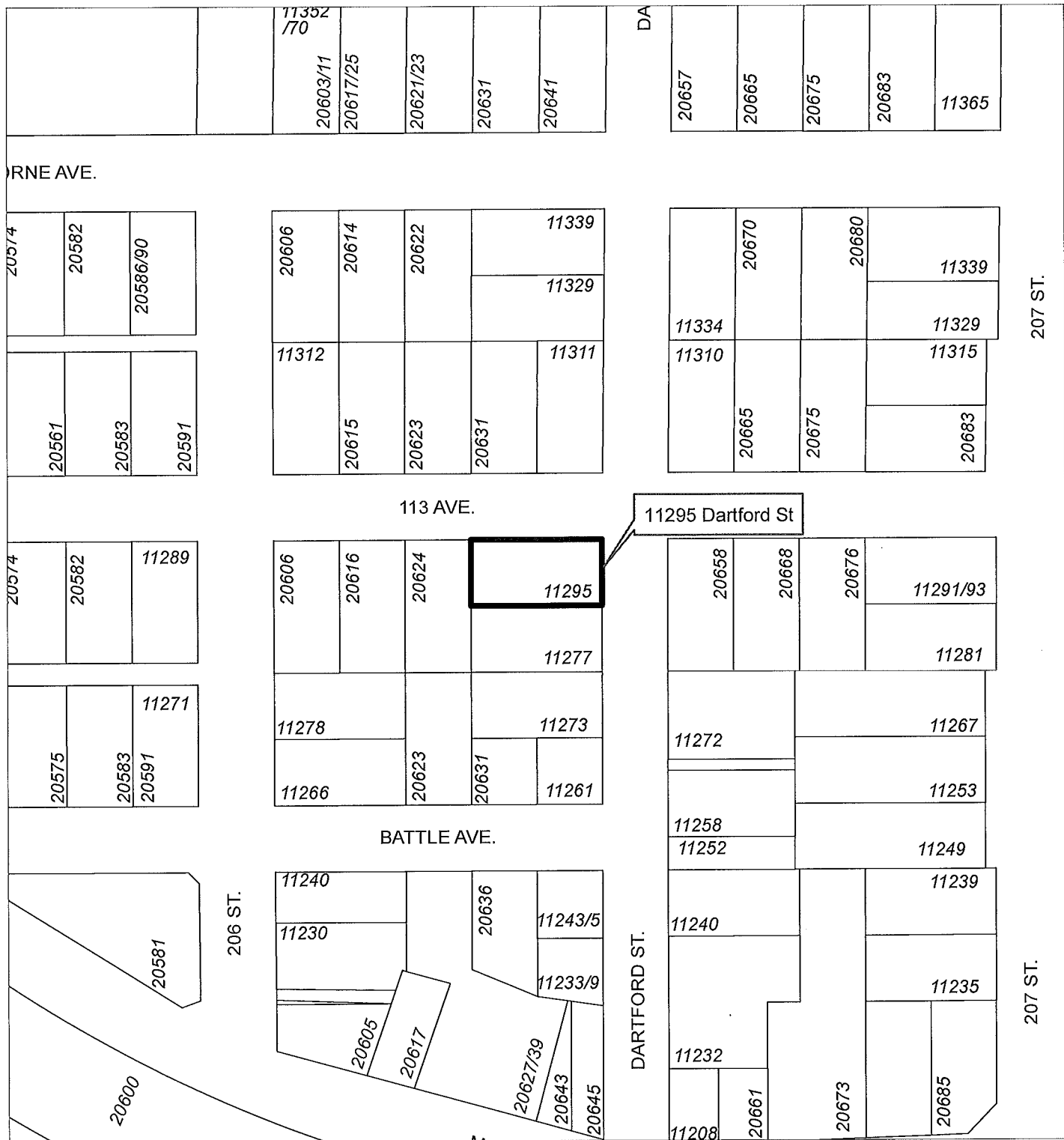
British Columbia

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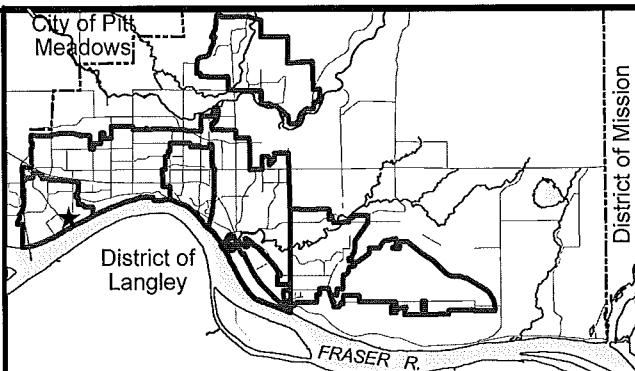
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11295 Dartford St

ENGINEERING DEPARTMENT



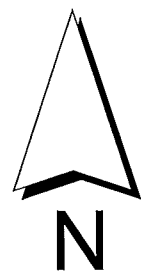
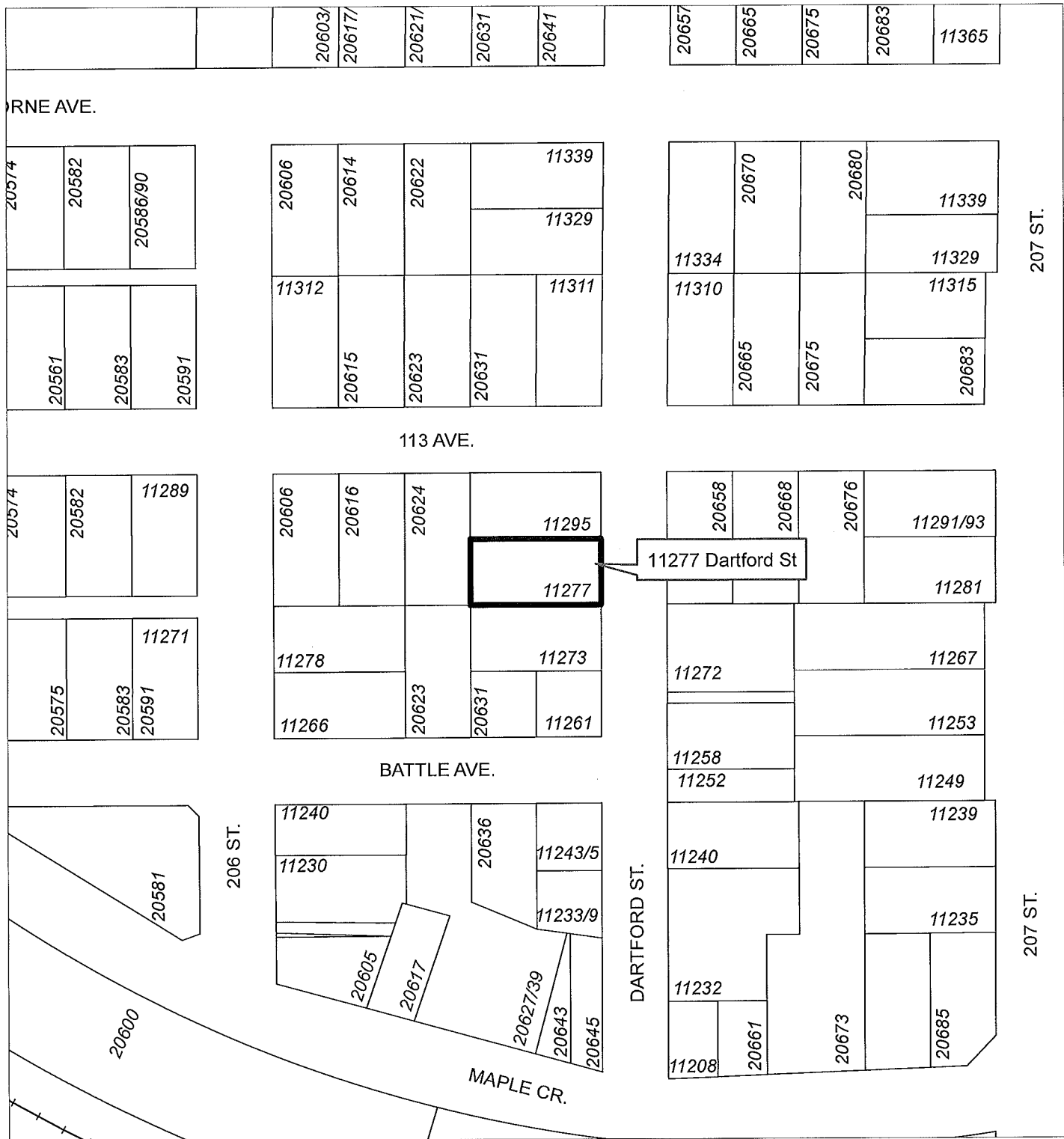
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British Columbia

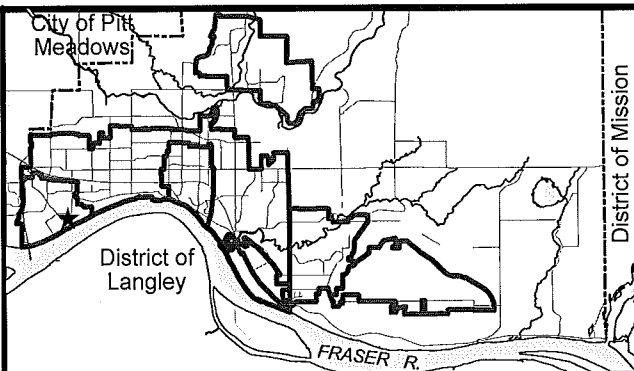
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11277 Dartford St

ENGINEERING DEPARTMENT



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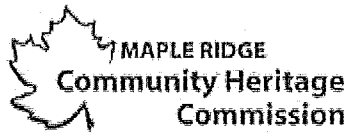
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701.2 Minutes of Meetings of Committees and Commissions of Council



The Minutes of the Regular Meeting of the Community Heritage Commission, held in the Blaney Room, Maple Ridge City Hall, 11995 Haney Place, Maple Ridge, British Columbia, on Thursday, December 14, 2017 at 7:00 pm

COMMISSION MEMBERS PRESENT

| | |
|--------------------------|--------------------------------|
| Brenda Smith, Chair | Maple Ridge Historical Society |
| Councillor Craig Speirs | Council Liaison |
| Julie Koehn | Maple Ridge Historical Society |
| Kevin Bennett | Member at Large |
| Len Pettit | Member at Large |
| Lindsay Foreman | Member at Large |
| Steven Ranta, Vice-Chair | Member at Large |

STAFF PRESENT

| | |
|---------------|----------------------------------|
| Lisa Zosiak | Staff Liaison, Community Planner |
| Renee Moffatt | Committee Clerk |

GUESTS

| | |
|----------------|---|
| Erica Williams | President, Maple Ridge Historical Society |
|----------------|---|

REGRETS/ABSENT

| | |
|----------------|-----------------|
| Eric Phillips | Member at Large |
| Russell Irvine | Member at Large |

1. CALL TO ORDER

There being a quorum present, the Chair called the meeting to order at 7:08 pm and introductions were made.

2. AGENDA APPROVAL

R17-034

It was moved and seconded.

That the agenda dated December 14, 2017 be amended to add 6.1 Letter to Support Meaghan Durupt and be adopted as amended.

CARRIED

3. MINUTES APPROVAL

R17-035

It was moved and seconded

That the Minutes of the November 9, 2017 meeting be approved.

CARRIED

4. DELEGATIONS

Brenda Smith discussed last month's presentation on Malcolm Knapp Research Centre and possible ways CHC could partner with them.

5. FINANCE

5.1 Financial Update – 2018 Business Plan

The Staff Liaison provided an update on the 2017 Budget and the 2018 process. The Staff Liaison will be setting up a meeting with a staff member from Parks and Leisure Services in the New Year.

6. CORRESPONDENCE

6.1 Letter in support of Meaghan Durupt

The Chair informed the committee about a letter she wrote on behalf of Girl Guide Member, Meaghan Durupt. The letter commended Meaghan on her work on the Cultural Plan Update Task Force.

7. NEW & UNFINISHED BUSINESS

7.1 Membership

7.1.1 Calendar of Events

The Chair gave an overview the CHC Calendar or Events for 2018 and encouraging the committee members to attend the BC Historical Federation Conferences in May.

7.1.2 CHC Flashdrives

7.2 Cultural Plan Update

The Chair gave a brief overview of the Cultural Plan Update. The Staff Liaison advised the committee that the Cultural Plan Update will be going to Council in January for endorsement.

7.3 Tourism Strategy Update

The Staff Liaison reported that the final report is going to council. The Committee Members discussed the hotel tax proposed in Maple Ridge and other heritage/tourism assets.

7.4 Canada 150

Kevin Bennett discussed the wrap up of Canada 150. New brochures will have to be made for 2018 as we are no longer able to use Canada 150 logo in

2018. The Chair reported on the Reminisce Kits and targeting teachers to use during professional days and training sessions.

7.5 Private members Tax Credit – Bill C323

The Staff Liaison gave an overview on the National Trust and the Bill C323 debrief.

7.6 Haney House Conservation Work

The Staff Liaison reported that window and door renovations are moving forward. Wallpaper samples were found in the house and they are looking into determining if the samples are the same as the wallpaper on the walls.

7.7 Intersections Event Debrief – Brenda Smith

The Chair discussed the debrief meeting for the Intersections Event. Thank you to Karen Bennett for the beautiful flower displays. Steve Ranta discussed getting together with other committees to network and discuss certain topics. The Staff Liaison mentioned that the next Intersections Event will likely be in 2019.

7.8 Family Literacy Day

The Chair discussed the Family Literacy Day event that is being held on January 27th 2018 11am – 2pm at the Maple Ridge Library. The Chair asked the committee members if they are available to volunteer at the Family Literacy Day.

R17-036

It was moved and seconded

That the Community Heritage Commission will participate in the Family Literacy Day event

8. SUBCOMMITTEE REPORTS

8.1 Communications Subcommittee

8.1.1 Request to Council for Communications Support

8.2 Recognitions Subcommittee

Kevin Bennett reported that all the awards and commendations are finalized. Mr. Bennett discussed the timetable for the week. Mr. Bennett discussed the activities that will be happening

8.2.1 Heritage Week Subcommittee

The Committee discussed the potential photos for the Heritage Week logo.

R17-037

It was moved and seconded

That the three photos proposed are approved by the Committee and used in the Heritage Week Logo for 2019.

CARRIED

8.2.2 Heritage Nominations 2018

8.3 Education Subcommittee

8.3.1 Local Voices

Lindsay Foreman discussed last Monday's Local Voices event. Ms. Foreman will be contacting the local school and public school next week.

8.3.2 Heritage BC Webinars

Lindsay Foreman mentioned the options of having additional Webinars if the committee is interested.

8.3.3 BC Heritage Fairs

8.4 Maple Ridge Oral History Project

Steve Ranta reported on the progress of the Oral History Project.

8.5 Digitization Project Subcommittee

The Chair discussed the purpose of the Digital Heritage Community Project and provided information on the project. The Staff Liaison will talk to City of Maple Ridge staff in regards to grant writing.

Note: Kevin Bennett left the room at 8:37pm and returned at 8:38

8.6 Heritage Inventory Project Update

The Staff Liaison informed the committee on the timeline of when it will go to council. A draft will be available for the committee.

8.7 Heritage Register Update - RFP

The Chair informed the committee that the Register will be submitted in January.

8.8 Robertson Family Cemetery Project Subcommittee

The Staff Liaison gave an update on the Robertson Family Cemetery Project.

8.9 Hammond Heritage Character Area

The Staff Liaison informed the Committee that there will be an open house on options on preserving the area in early 2018.

9. LIAISON UPDATES

9.1 BC Historical Federation

The Chair encourages the committee to attend the conference in May.

9.2 Heritage BC

9.2.1 Conference Call

The Chair disused the proposal she sent forward to the Community Heritage Commission regarding partnership we have formed in our communities.

9.3 BC Museums Association

9.3.1 – BCMA Visit

The Chair discussed the delay on the site visit until the windows and doors and finished.

9.4 Maple Ridge Historical Society

Julie Koehn discussed the Board Meeting held on November 23, 2018. Ms. Koehn also updated the committee on Haney House renovations, facility closures and events.

9.5 Council Liaison

Councillor Speirs informed the committee that Thomas Haney's funeral is December 15, 2015.

10. QUESTION PERIOD

11. ROUNDTABLE

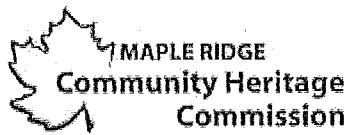
12. ADJOURNMENT

It was moved that the meeting be adjourned at 8:58pm



Chair

/rm



The Minutes of the Regular Meeting of the Community Heritage Commission, held in the Blaney Room, Maple Ridge City Hall, 11995 Haney Place, Maple Ridge, British Columbia, on Thursday, January 11, 2018 at 7:00 pm

COMMISSION MEMBERS PRESENT

| | |
|-------------------------|--------------------------------|
| Brenda Smith, Chair | Maple Ridge Historical Society |
| Councillor Craig Speirs | Council Liaison |
| Julie Koehn | Maple Ridge Historical Society |
| Kevin Bennett | Member at Large |
| Len Pettit | Member at Large |
| Lindsay Foreman | Member at Large |

STAFF PRESENT

| | |
|--------------|----------------------------------|
| Lisa Zosiak | Staff Liaison, Community Planner |
| Amanda Allen | Committee Clerk |

GUESTS

| | |
|--------------------|--|
| Russell Irvine | |
| Steven Ranta | |
| Christina Crabtree | Chief Information Officer, City of Maple Ridge |
| Natalie Kovach | Systems Analyst, City of Maple Ridge |
| Erica Williams | President, Maple Ridge Historical Society |

REGRETS

| | |
|---------------|-----------------|
| Eric Phillips | Member at Large |
|---------------|-----------------|

1. CALL TO ORDER

There being a quorum present, the Chair called the meeting to order at 7:05 pm and introductions were made.

2. AGENDA ADOPTION

R18-001

It was moved and seconded

That the Community Heritage Commission agenda dated January 11, 2018 be adopted

CARRIED

3. MINUTES APPROVAL

Minutes of the Community Heritage Commission meeting of December 14, 2017

R18-002

It was moved and seconded

That the minutes of the December 14, 2017 Community Heritage Commission meeting be amended to correct the spelling of Meaghan Durupt and that the minutes as amended be adopted.

CARRIED

4. DELEGATIONS

Christina Crabtree, Chief Information Officer and Natalie Kovach, Systems Analyst – City of Maple Ridge

Ms. Crabtree and Ms. Kovach presented the City of Maple Ridge Open Government Portal and explained how to navigate the portal. The navigation included an overview of the Primary Portal pages, What's Happening Around Me (WHAM), Info Graphics, applications such as the Business Finder, Land Development Viewer and Park Finder.

Discussion about including heritage sites, story telling maps, marker inventory and heritage inventory into the portal. The Commission expressed interest in contributing heritage information, ie: 150 Geocaching project, to the portal.

Note: Councillor Speirs left meeting at 8:07 pm

5. FINANCE

5.1 Financial Update – 2018 Business Plan

Russell Irvine submitted the end of year account balances. The fiscal year closed at the end of December 2017 with the following balances in the three Community Heritage Commission accounts:

General: \$26,058.60

Project: \$17,542.00

Revenue: \$185.00

The Staff Liaison has forwarded a request to the Finance Department to roll over the General account balance to fiscal year 2018. The balance in the Project account will cover payment for the completion of the Inventory project, as the final phase of the contract was delayed in 2017. The Revenue account comprises funds raised directly by the CHC at Heritage Week. The Staff Liaison has framed out a spreadsheet for monthly updates to account for volunteer hours and monthly expenditures. A copy of the spreadsheet will be provided at the next meeting.

5.2 Subcommittee Budgets - Nil.

5.3 Canadian Museums Association - Nil.

6. CORRESPONDENCE - Nil.

7. NEW & UNFINISHED BUSINESS

7.1 Membership

7.1.1 Calendar of Events

The Chair will continue to advise members of Heritage Week events as they arise. Family Literacy Day at the Maple Ridge Public Library is scheduled for January 27, 2017.

7.1.2 CHC Meeting Flashdrives

Flashdrives and/or binders were submitted to Committee Clerk for 2018 updates and will be returned to members at next meeting.

7.1.3 Volunteer Hours

The Chair requested members submit their 2017 hours and record all 2018 volunteer hours worked.

7.2 Cultural Plan Update

The Staff Liaison advised a date has not yet been set to submit the Cultural Plan to Council. It is anticipated that a stakeholders working round table will develop an implementation plan once Council adopts the Cultural Plan.

7.3 Tourism Strategy Update

Mr. Irvine advised the final stage of the Tourism Strategy is complete. The Tourism Strategy will be forwarded to Council and Mr. Irvine will provide an update of the outcome as it progresses.

7.4 Canada 150

Kevin Bennett advised the Canada 150 project is wrapped up. The Canada 150 logo should be removed from the Heritage brochure. The Staff Liaison will follow up with the Recreation Manager Arts & Community Connection to update brochure so it can be loaded on CHC webpage. Mr. Bennett suggested a media push in Spring to gather renewed interest in the geocaching project.

7.5 Private members Tax Credit – Bill C323

Mr. Irvine reviewed the information electronically circulated to members. In November 2017 the review of Bill C-323 by the Committee on Environment was discontinued as the Committee ceased its study of the proposed legislation to amend the Income Tax Act and provide a tax incentive to owners for the rehabilitation of registered heritage buildings in Canada. The Committee proceeded with a Report to Parliament in December 2017, "Preserving Canada's Heritage: The Foundation for Tomorrow", outlining a new approach for Parliament to consider regarding heritage conservation. Recommendations include introducing a tax credit in Canada similar to the United States to attract private investment in preserving and restoring heritage buildings as well as revising the National Building Code to facilitate the preservation of the heritage character of buildings when they are modernized. The Commission discussed providing an update to Council that Bill C323 is off the table and request that the local MP provide guidance on how the December 2017 report will be addressed at next session of Parliament.

R18-003

It was moved and seconded

That the CHC provide an update to Council on the status of Bill C323 after consulting with the local MP and informing the MLAs.

CARRIED

7.5.1 Canada Census

Mr. Irvine informed of the new legislation that reinstates some of the ground lost in 2006. The amendment no longer requires consent of respondents.

The Chair advised that the campaign was successful in securing the release of the full census record 92 years after the census was taken.

7.6 Haney House Conservation Work

Conservation work underway. Haney House is prepared for new windows and doors.

7.7 Heritage Conservation Master Plan

Staff Liaison advised that a meeting with Parks Department staff is to be scheduled.

7.8 Intersections Event Debrief

The Committee Clerk will check to see if a report has been written on the Intersections Event. If a report has not been prepared, the Chair, Staff Liaison and Committee Clerk to consider meeting with the Chair of the Agricultural Advisory Committee to draft a report on the outcome of the event.

7.9 Family Literacy Day

The Chair informed that event planning is underway and invited Commission members to attend the January 27, 2017 event at Library.

8. SUBCOMMITTEE REPORTS

8.1 Communications Subcommittee

8.1.1 Request to Council for Communications Support – Nil.

8.2 Recognitions Subcommittee

Mr. Bennett advised Recognition subcommittee work is well underway and posters will be created for online and hardcopy distribution.

8.2.1 Heritage Week Subcommittee - Nil.

8.2.2 Heritage Nominations 2018 - Nil.

8.2.3 Plaque Placement Request

The Staff Liaison received an email from the Recreation Manager Arts & Community Connection with a plaque placement request. The BC Federation of Labour submitted a request to the City of Maple Ridge to install a plaque commemorating Grant DePatie. The submission identifies Cliff Park or another area of high visibility and foot traffic as the location of the commemorative plaque. The Recreation Manager Arts & Community Connection suggested CHC consider the request and provide feedback on potential locations and the installation of a plaque versus a wrap. A subcommittee comprised of Brenda Smith, Kevin Bennett, Steven Ranta, Lisa Zosiak and Yvonne Chui will meet to discuss plaque placement request.

8.3 Education Subcommittee

8.3.1 Local Voices

Lindsay Foreman advised that there is no Local Voices scheduled in January. Local Voices will resume in February and is scheduled for the first Monday in February, March, April and May.

8.3.2 Heritage BC Webinars

Ms. Foreman advised that the selection of a webinar for Heritage week is underway.

8.3.3 BC Heritage Fairs

Ms. Foreman advised of the January 26, 2018 registration deadline for schools and that the forms are outlined and broken down very well to encourage teachers to participate in the Fair. Ms. Foreman has, thus far, not received any registration response from School District 42. Ms. Foreman advised that the MRTA was also emailed the BC Heritage Fair registration information. Discussion around creating a physical kit and sending to each school in the district. Mr. Ranta volunteered to speak with the local specialty teachers association and inform them about the Fair and upcoming registration deadline.

8.4 Maple Ridge Oral History Project

Mr. Ranta updated that the organization of a meeting is underway.

8.5 Digitization Project Subcommittee

The Chair updated that a meeting is to be scheduled with the Staff Liaison, Chair and the Chief Information Officer as there is room for more discussion on the digitization project.

8.6 Heritage Inventory Project Update

The Staff Liaison advised that a meeting with Don Luxton and the subcommittee is scheduled for January 29, 2018. The final draft is intended to proceed to the April 17, 2018 Council Workshop meeting.

8.7 Heritage Register Update – RFP - Nil.

8.8 Robertson Family Cemetery Project Subcommittee - Nil.

8.9 Hammond Heritage Character Area - Nil.

9. LIAISON UPDATES

9.1 BC Historical Federation

The Chair advised of the possibility that Maple Ridge may be hosting a summit for the members of the Historical Federation of BC, Heritage BC, and BCMA. This summit would enable approximately 20 senior members of these organizations the opportunity to see historic Maple Ridge sites.

9.2 Heritage BC

9.2.1 Conference Call

The Chair informed that BC Heritage has set dates for three Open Forum discussions. Open Forum discussion dates and topics are as follows:

- January 26, 2018 – Maintaining Momentum and Relationships with Local Governments;
- April 13, 2018 – The Pressure of Development: Working with Developers and Not Against;
- June 8, 2018 – How the Commission Process is Adapted in Different Communities: What Works and What Doesn't.

The Bridges Room in the Economic Development office is booked for the January session. The Chair invited CHC members to join and participate in the discussion.

The Chair advised of the workshop and round table at the Heritage Conference scheduled for May 10, 2018. The Chair would like to see representative from CHC attend.

9.3 BC Museums Association – Brenda Smith

9.3.1 – BCMA Visit

The Chair advised that site planning for a visit from the BC Museum Association is underway. Ms. Foreman advised that BCMA have released the November 22, 2017 forum for public viewing on their website.

9.4 Maple Ridge Historical Society – Julie Koehn

Julie Koehn reported that the Executive Director continues to work with Don Luxton on the Heritage Inventory. The main cemetery database Areas 4& 5 are updated and the sites are being checked for markers.

9.5 Council Liaison - Nil

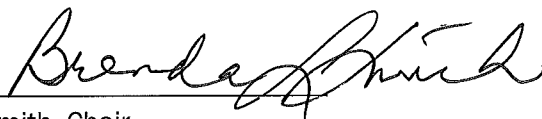
10. QUESTION PERIOD

11. ROUNDTABLE

Ms. Foreman advised of the McDonald's ad that ran in BC. The ad indicated \$5 was better spent on a happy meal than taking kids to a museum. Ms. Foreman advised that the BCMA swiftly responded and McDonald's agreed to pull the ad.

12. ADJOURNMENT

It was moved that the meeting be adjourned at 9:21 pm.



B. Smith, Chair



City of Maple Ridge

TO: Her Worship Mayor Nicole Read and Members of Council **MEETING DATE:** February 27, 2018
FROM: Chief Administrative Officer **MEETING:** Council
SUBJECT: Disbursements for the month ended January 31, 2018

EXECUTIVE SUMMARY:

The disbursements summary for the past period is attached for information. All voucher payments are approved by the Mayor or Acting Mayor and a Finance Manager. Council authorizes the disbursements listing through Council resolution. Expenditure details are available by request through the Finance Department.

RECOMMENDATION:

That the disbursements as listed below for the month ended January 31, 2018 be received for information only.

| | |
|---------------|----------------------|
| GENERAL | \$ 11,668,745 |
| PAYROLL | \$ 1,757,013 |
| PURCHASE CARD | \$ <u>94,493</u> |
| | \$ <u>13,520,251</u> |

DISCUSSION:

a) Background Context:

The adoption of the Five Year Consolidated Financial Plan has appropriated funds and provided authorization for expenditures to deliver municipal services.

The disbursements are for expenditures that are provided in the financial plan.

b) Community Communications:

The citizens of Maple Ridge are informed on a routine monthly basis of financial disbursements.

c) Business Plan / Financial Implications:

Highlights of larger items included in Financial Plan or Council Resolution

| | | |
|--|----|-----------|
| • Cedar Crest Lands (BC) Ltd – Merkley artificial turf field | \$ | 231,489 |
| • Downtown Maple Ridge BIA – funding, security & FIP grants | \$ | 221,381 |
| • G.V. Sewerage & Drainage – DCC collections Jul 1 – Dec 31/17 | \$ | 766,783 |
| • G.V. Water District – Water consumption Oct 4 – Oct 31/17 | \$ | 499,658 |
| • Province of BC – School tax remittance | \$ | 295,462 |
| • RCMP Receiver General – contract Jul 1 – Sep 30/17 | \$ | 4,402,619 |
| • Ridge Meadows Recycling Society – monthly contract for recycling | \$ | 207,783 |

d) Policy Implications:

Corporate governance practice includes reporting the disbursements to Council monthly.

CONCLUSIONS:

The disbursements for the month ended January 31, 2018 have been reviewed and are in order.

Original signed by Andy Dhah

Prepared by: **Andy Dhah**
Accounting Clerk II

Original signed by Trevor Thompson

Approved by: **Trevor Thompson, BBA, CPA, CGA**
Interim Director of Finance

Original signed by Paul Gill

Concurrence: **Paul Gill, BBA, CPA, CGA**
Chief Administrative Officer

**CITY OF MAPLE RIDGE
MONTHLY DISBURSEMENTS - JANUARY 2018**

| <u>VENDOR NAME</u> | <u>DESCRIPTION OF PAYMENT</u> | <u>AMOUNT</u> |
|--------------------------------|--|----------------------|
| 0846904 BC Ltd | Security refund | 44,704 |
| Amix Salvage & Sales Ltd | Security refund | 164,392 |
| Aplin & Martin Consultants Ltd | Road widening design Abernethy Way (224 St to 232 St) | 18,365 |
| Aqua Silva Resource Management | Environmental assessment services | 23,665 |
| Associated Engineering(BC) Ltd | 225 Street forcemain upgrade | 36,291 |
| BC Hydro | Electricity | 132,739 |
| BDO Canada LLP | 2017 financial statement audit | 18,390 |
| Boileau Electric & Pole Ltd | Maintenance: Christmas decorations install | 13,410 |
| | Street lights | 4,468 |
| | Traffic camera | 214 |
| | Traffic intersection inspections & repairs | 378 |
| | Leisure Centre | 175 |
| | Maple Ridge Park | 107 |
| | Replace street lamp poles | 18,877 |
| Canco Crane And Equipment Ltd | 225 St pump station maintenance | 18,592 |
| Cedar Crest Lands (BC) Ltd | Merkley artificial turf field | 231,489 |
| Cobing Building Solutions | Electrical/Mechanical Maintenance: | |
| | Albion Fairgrounds | 379 |
| | City Hall | 5,384 |
| | Fire Halls | 1,879 |
| | Leisure Centre | 16,653 |
| | Library | 3,494 |
| | Neighbourhood Park | 2,714 |
| | Operations | 1,903 |
| | RCMP | 11,823 |
| | The Act | 3,837 |
| | Whonnock Lake Community Centre | 1,788 |
| Craven Huston | Washroom and caretaker residence at Whonnock Lake | 37,148 |
| | Maple Ridge Cemetery expansion | 2,290 |
| CUPE Local 622 | Dues - pay periods 17/26, 18/01 & 18/02 | 38,096 |
| Downtown Maple Ridge Business | BIA funding & security | 185,100 |
| | Clean team funding | 11,000 |
| | Rodent control program | 2,091 |
| | Facade improvement project - 50% 2017 grants | 23,190 |
| Falcon House Ltd | Security refund | 25,000 |
| Fitness Edge | Contracted service provider - fitness classes & programs | 20,802 |
| Fleet Services Installation | Outfit four pickup trucks with emergency equipment | 60,878 |
| Fortis BC - Natural Gas | Natural gas | 24,342 |
| Fred Surridge Ltd | Waterworks supplies | 18,113 |
| Golden Ears Winter Club | New curling stones | 53,083 |
| Gotraffic Management Inc | Traffic control | 46,952 |
| Gr Vanc Sewerage & Drainage | DCC collection Jul-Dec'17 | 766,783 |
| | Transfer station waste disposal | 515 |
| Greater Vanc Water District | Water consumption October 4 - October 31/17 | 499,658 |
| Guillevin International Inc | Firefighter equipment | 11,500 |
| | Firefighter protective wear | 6,041 |
| | Leisure Centre | 4,532 |
| | Operations electrical supplies | 6,174 |
| | Works Yard inventory supplies | 2,078 |
| Habitat Systems Inc | Supply and delivery of engineered wood fibre surfacing | 16,294 |
| Hallmark Facility Services Inc | Janitorial services & supplies: | |
| | City Hall | 3,496 |
| | Fire Halls | 4,643 |
| | Library | 8,790 |
| | Operations | 4,151 |
| | Randy Herman Building | 5,649 |
| | RCMP | 4,151 |
| | Bylaws | 105 |
| Heavy PDG Equipment Ltd | Excavator rental | 22,400 |
| Hewson,William & Marie,Rebecca | Land acquisition - 23996 Fern Crescent for 128 Ave road dedication | 26,900 |
| Image Painting & Restoration | Painting & restoration services: | |
| | City Hall | 840 |
| | Leisure Centre | 10,500 |
| | RCMP | 8,925 |
| | Whonnock Community Centre | 3,675 |
| Insignia Homes Silverval 2 Ltd | Security refund | 27,000 |
| Johnston Davidson | Consulting services - Fire Hall #4 | 17,024 |
| Lafarge Canada Inc | Roadworks material | 93,716 |

| <u>VENDOR NAME</u> | <u>DESCRIPTION OF PAYMENT</u> | <u>AMOUNT</u> |
|----------------------------------|---|----------------------|
| Manulife Financial | Employer/employee remittance | 155,532 |
| Maple Ridge & PM Arts Council | Arts Centre contract | 54,167 |
| | Program revenue - Dec | 24,330 |
| | Municipal rental | 7,446 |
| | | <hr/> |
| Maple Ridge Carpet One | Flooring & installation: | |
| | City Hall | 15,738 |
| | RCMP | 10,197 |
| | | <hr/> |
| Maple Ridge Museum & Archives | Fee for service | 95,014 |
| Medical Services Plan | Employee medical & health premiums | 20,925 |
| Medkinetic Health & Medical | Security refund | 16,545 |
| Municipal Pension Plan BC | Employer/employee remittance | 468,808 |
| No 265 Seabright Holdings Ltd | Latecomer agreement | 35,404 |
| North Of 49 Enterprises Ltd | Contracted service provider - skating lesson programs | 15,291 |
| Nustadia Recreation Inc | Subsidized ice purchased by P&LS on behalf of user groups - Sep,Oct,Nov & Dec | 106,129 |
| Opus International Consultants | Albion reservoir expansion | 33,614 |
| Parkland Refining (BC) Ltd. | Gasoline & diesel fuel | 97,452 |
| Perfect Mind Inc | Parks & Recreation registration software subscription | 25,371 |
| Province Of BC - 21312 | Final school tax remittance | 295,462 |
| Ranger Construction | Demo, removal and framing operations front counter | 11,721 |
| | Whonnock Lake Center repairs | 17,566 |
| | | <hr/> |
| RCMP-Receiver General For Canada | RCMP contract Jul 1 - Sep 30/17 | 4,402,619 |
| Receiver General For Canada | Employer/Employee remittance PP17/26, PP18/01 & PP18/02 | 1,125,274 |
| Rempel Bros. Concrete | Octa-block pick up at Cottonwood Landfill | 15,660 |
| RF Binnie & Associates Ltd | Synthetic turf replacement - Samuel Robertson Technical School | 8,992 |
| | Telosky Stadium design | 14,143 |
| | Arthur Peake Centre design | 16,127 |
| | Merkley Park synthetic sports field design | 13,962 |
| | | <hr/> |
| RG Arenas (Maple Ridge) Ltd | Ice rental Dec | 61,332 |
| | Curling rink operating expenses Nov | 4,805 |
| | Additional ice rental | 24,277 |
| | | <hr/> |
| Ricoh Canada Inc | Quarterly copy usage | 15,110 |
| Ridge Meadows Recycling Society | Monthly contract for recycling | 207,783 |
| | Weekly recycling | 292 |
| | Litter pickup contract | 1,232 |
| | Toilet rebate program | 218 |
| | | <hr/> |
| Ridge Meadows Seniors Society | Quarterly operating grant | 209,525 |
| Rogers | Cellular devices Dec & Jan | 50,893 |
| | Tablets Dec & Jan | 17,026 |
| | | <hr/> |
| S.H.2 Development Corporation | Security refund | 12,138 |
| SAP Canada Inc | Enterprise annual software support | 49,431 |
| Suttle Recreation Inc | Playground equipment for Belle Morse Park | 23,132 |
| Tall Timber Tree Services Ltd | Tree maintenance and removal | 84,737 |
| Tundra Plumbing Ltd | Maintenance: | 30,870 |
| | Albion Sports Complex | 856 |
| | Allco Park | 158 |
| | City Hall | 697 |
| | Cross Cabin Park | 236 |
| | Fairgrounds Community Garden | 158 |
| | Fields For Kids | 374 |
| | Fire Halls | 508 |
| | Leisure Centre | 4,201 |
| | Library | 3,502 |
| | Maple Ridge Upper Park | 15,415 |
| | Neighbourhood Park Maintenance | 5,486 |
| | Pump Station Mainteance | 2,993 |
| | Randy Herman Building | 737 |
| | RCMP | 408 |
| | Telosky Park | 924 |
| | Whonnock Community Center | 168 |
| | | <hr/> |
| Warrington PCI Management | Advance for Tower common costs | 36,820 |
| Westridge Security Ltd | Community security patrols - Nov | 85,877 |
| | Community security patrols - Dec | 13,440 |
| | Guard service - Dec | 6,006 |
| | | <hr/> |
| Workers Compensation Board BC | 4th quarter remittance | 3,011 |
| WSP Canada Inc | Bridge and marine structure inspections services | 22,457 |
| Xylem Canada Company | Sewer pump station maintenance | 100,957 |
| | | <hr/> |
| | | 18,451 |
| | | 16,132 |

| <u>VENDOR NAME</u> | <u>DESCRIPTION OF PAYMENT</u> | <u>AMOUNT</u> |
|----------------------------------|--------------------------------------|----------------------|
| Disbursements In Excess \$15,000 | | 10,847,197 |
| Disbursements Under \$15,000 | | 821,548 |
| Total Payee Disbursements | | 11,668,745 |
| Payroll | PP18/01 & PP18/02 | 1,757,013 |
| Purchase Cards - Payment | | 94,493 |
| Total Disbursements January 2018 | | 13,520,251 |

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: 2017 Council Expenses

MEETING DATE: February 27, 2018
FILE NO:
MEETING: Council

EXECUTIVE SUMMARY

In keeping with Council's commitment to transparency in local government, the attached Schedule lists Council expenses recorded to the end of December 2017. This closes off Council expenses for 2017. The expenses included on the schedule are those required to be reported in the annual Statement of Financial Information and are available on our website.

RECOMMENDATION:

Receive for information

Discussion

The expenses included in the attached schedule are those reported in the annual Statement of Financial Information (SOFI), including those incurred under Policy 3.07 "Council Training, Conferences and Association Building". The budget for Council includes the provision noted in Policy 3.07 as well as a separate budget for cell phone and iPad usage. The amounts on the attached Schedule are those recorded prior to the preparation of this report and are subject to change.

"original signed by Paula Melvin"

Prepared by: Paula Melvin
Executive Assistant, Corporate Administration

"original signed by Trevor Thompson"

Approved by: Trevor Thompson, BBA, CPA, CGA
Interim Director of Finance

"original signed by Paul Gill"

Approved by: Paul Gill, BBA, CPA, CGA
Chief Administrative Officer

| Month of Event | Reason for expense | Conferences & Seminars | Community Events | Mileage / Parking | Cell Phones / iPads | Totals |
|-------------------------|--|------------------------|------------------|-------------------|---------------------|----------|
| Bell, Corisa | | | | | | |
| January | Portable electronic device charges (e.g. Ipad) | | | | 4.28 | |
| February | Portable electronic device charges (e.g. Ipad) | | | | 4.28 | |
| March | Portable electronic device charges (e.g. Ipad) | | | | 4.28 | |
| April | Portable electronic device charges (e.g. Ipad) | | | | 4.28 | |
| May | Portable electronic device charges (e.g. Ipad) | | | | 17.12 | |
| June | Portable electronic device charges (e.g. Ipad) | | | | 17.12 | |
| July | Portable electronic device charges (e.g. Ipad) | | | | 8.56 | |
| August | Portable electronic device charges (e.g. Ipad) | | | | 4.28 | |
| | Union of BC Municipalities (UBCM) Conference | 2,637.82 | | | | |
| September | Portable electronic device charges (e.g. Ipad) | | | | 8.56 | |
| October | Portable electronic device charges (e.g. Ipad) | | | | 8.56 | |
| November | Portable electronic device charges (e.g. Ipad) | | | | 17.12 | |
| | Tricities Womens Collaborative Hub | | 99.00 | | | |
| December | Portable electronic device charges (e.g. Ipad) | | | | 17.12 | |
| | Chamber Business Excellence Award Nominees Event | | 35.00 | | | |
| | Ridge Meadows Seniors Society Event | | 15.00 | | | |
| | | 2,637.82 | 149.00 | - | 115.56 | 2,902.38 |
| Duncan, Kiersten | | | | | | |
| January | Cell phone charges | | | | 42.80 | |
| | Portable electronic device charges (e.g. Ipad) | | | | 4.28 | |
| February | Cell phone charges | | | | 42.80 | |
| | South Asian Cultural Society Gala | | 110.00 | | | |
| | Portable electronic device charges (e.g. Ipad) | | | | 4.28 | |
| March | Cell phone charges | | | | 43.10 | |
| | Portable electronic device charges (e.g. Ipad) | | | | 4.28 | |
| | High Ground Conference | 528.48 | | | | |
| April | Cell phone charges | | | | 114.67 | |
| | Portable electronic device charges (e.g. Ipad) | | | | 8.56 | |
| May | Lower Mainland Local Government Association (LMLGA) Conference | 931.30 | | | | |
| | Cell phone charges | | | | 42.96 | |
| | Portable electronic device charges (e.g. Ipad) | | | | 34.24 | |
| June | Cell phone charges | | | | 43.10 | |
| | Portable electronic device charges (e.g. Ipad) | | | | 17.12 | |
| July | Cell phone charges | | | | 42.80 | |
| | Portable electronic device charges (e.g. Ipad) | | | | 4.28 | |
| August | Cell phone charges | | | | 43.10 | |
| | Portable electronic device charges (e.g. Ipad) | | | | 4.28 | |
| | Union of BC Municipalities (UBCM) Conference | 1,023.72 | | | | |
| September | Cell phone charges | | | | 42.80 | |
| | Portable electronic device charges (e.g. Ipad) | | | | 8.56 | |
| October | Making Cities Liveable Conference | 3,799.05 | | | | |
| | Cell phone charges | | | | 44.41 | |
| | Portable electronic device charges (e.g. Ipad) | | | | 4.28 | |
| November | Cell phone charges | | | | 129.10 | |
| | Portable electronic device charges (e.g. Ipad) | | | | 4.28 | |
| December | Cell phone charges | | | | 43.32 | |
| | Portable electronic device charges (e.g. Ipad) | | | | 8.56 | |
| | | 6,282.55 | 110.00 | - | 781.96 | 7,174.51 |

| Month of Event | Reason for expense | Conferences & Seminars | Community Events | Mileage / Parking | Cell Phones / iPads | Totals |
|---------------------|--|------------------------|------------------|-------------------|---------------------|----------|
| Masse, Bob | | | | | | |
| January | | | | | | |
| February | | | | | | |
| March | Ridge Meadows Chamber Business Excellence Awards | | 125.00 | | | |
| April | | | | | | |
| May | Maple Ridge Community Foundation Citizen of the Year Award | | 125.00 | | | |
| June | | | | | | |
| July | | | | | | |
| August | | | | | | |
| September | Child Haven International Fundraiser | | 50.00 | | | |
| October | Ridge Meadows Hospital Foundation Gala | | 175.00 | | | |
| November | | | | | | |
| December | | | | | | |
| | | - | 475.00 | - | - | 475.00 |
| Read, Nicole | | | | | | |
| January | Cell phone charges | | | | 42.80 | |
| | Portable electronic device charges (e.g. Ipad) | | | | 17.12 | |
| February | Cell phone charges | | | | 42.80 | |
| | South Asian Cultural Society Gala | | 110.00 | | | |
| | Portable electronic device charges (e.g. Ipad) | | | | 17.12 | |
| March | Cell phone charges | | | | 44.97 | |
| | Ridge Meadows Chamber Business Excellence Awards | | 125.00 | | | |
| | Portable electronic device charges (e.g. Ipad) | | | | 17.12 | |
| April | Cell phone charges | | | | 48.83 | |
| | Portable electronic device charges (e.g. Ipad) | | | | 8.56 | |
| May | Cell phone charges | | | | 43.85 | |
| | Portable electronic device charges (e.g. Ipad) | | | | 17.12 | |
| June | Cell phone charges | | | | 52.31 | |
| | Portable electronic device charges (e.g. Ipad) | | | | 34.24 | |
| | Federation of Canadian Municipalities (FCM) Conference | 3,762.32 | | | | |
| July | Cell phone charges | | | | 54.93 | |
| | Portable electronic device charges (e.g. Ipad) | | | | 17.12 | |
| | Provincial Swearing-in Ceremony | 698.63 | | | | |
| August | Cell phone charges | | | | 58.15 | |
| | Portable electronic device charges (e.g. Ipad) | | | | 34.24 | |
| September | Cell phone charges | | | | 44.62 | |
| | Portable electronic device charges (e.g. Ipad) | | | | 34.24 | |
| October | National Conference on Ending Homelessness | 589.25 | | | | |
| | Cell phone charges | | | | 49.32 | |
| | Portable electronic device charges (e.g. Ipad) | | | | 34.24 | |
| November | Cell phone charges | | | | 54.11 | |
| | Portable electronic device charges (e.g. Ipad) | | | | 17.12 | |
| December | Cell phone charges | | | | 48.04 | |
| | Portable electronic device charges (e.g. Ipad) | | | | 17.12 | |
| | | 5,050.20 | 235.00 | - | 850.09 | 6,135.29 |

| Month of Event | Reason for expense | Conferences & Seminars | Community Events | Mileage / Parking | Cell Phones / iPads | Totals |
|-----------------------|--|------------------------|------------------|-------------------|---------------------|----------|
| Robson, Gordy | | | | | | |
| January | Portable electronic device charges (e.g. Ipad) | | | | 4.28 | |
| February | South Asian Cultural Society Gala | | 110.00 | | | |
| | Portable electronic device charges (e.g. Ipad) | | | | 4.28 | |
| March | Ridge Meadows Chamber Business Excellence Awards | | 125.00 | | | |
| | Portable electronic device charges (e.g. Ipad) | | | | 4.28 | |
| April | Portable electronic device charges (e.g. Ipad) | | | | 4.28 | |
| May | Lower Mainland Local Government Association (LMLGA) Conference | 908.70 | | | | |
| | Maple Ridge Community Foundation Citizen of the Year Award | | 125.00 | | | |
| | Portable electronic device charges (e.g. Ipad) | | | | 4.28 | |
| June | Portable electronic device charges (e.g. Ipad) | | | | 4.28 | |
| July | Portable electronic device charges (e.g. Ipad) | | | | 4.28 | |
| August | Portable electronic device charges (e.g. Ipad) | | | | 4.28 | |
| September | Portable electronic device charges (e.g. Ipad) | | | | 4.28 | |
| October | Portable electronic device charges (e.g. Ipad) | | | | 4.28 | |
| November | Portable electronic device charges (e.g. Ipad) | | | | 4.88 | |
| December | Portable electronic device charges (e.g. Ipad) | | | | 4.28 | |
| | | 908.70 | 360.00 | - | 51.96 | 1,320.66 |
| Shymkiw, Tyler | | | | | | |
| January | Portable electronic device charges (e.g. Ipad) | | | | 4.28 | |
| February | South Asian Cultural Society Gala | | 110.00 | | | |
| | Portable electronic device charges (e.g. Ipad) | | | | 17.12 | |
| March | Attendance at meetings - parking | | | 9.52 | | |
| | Portable electronic device charges (e.g. Ipad) | | | | 4.28 | |
| April | Portable electronic device charges (e.g. Ipad) | | | | 4.28 | |
| May | Maple Ridge Community Foundation Citizen of the Year Award | | 125.00 | | | |
| | Portable electronic device charges (e.g. Ipad) | | | | 34.24 | |
| June | Portable electronic device charges (e.g. Ipad) | | | | 111.28 | |
| July | Portable electronic device charges (e.g. Ipad) | | | | 34.24 | |
| August | Portable electronic device charges (e.g. Ipad) | | | | 34.24 | |
| September | Portable electronic device charges (e.g. Ipad) | | | | 17.12 | |
| October | Ridge Meadows Hospital Foundation Gala | | 175.00 | | | |
| | Portable electronic device charges (e.g. Ipad) | | | | 4.28 | |
| November | Portable electronic device charges (e.g. Ipad) | | | | 4.28 | |
| December | Portable electronic device charges (e.g. Ipad) | | | | 4.28 | |
| | | - | 410.00 | 9.52 | 273.92 | 693.44 |

| Month of Event | Reason for expense | Conferences & Seminars | Community Events | Mileage / Parking | Cell Phones / iPads | Totals |
|----------------------|--|------------------------|------------------|-------------------|---------------------|------------------|
| Speirs, Craig | | | | | | |
| January | Cell phone charges | | | | 42.96 | |
| | Portable electronic device charges (e.g. Ipad) | | | | 8.56 | |
| February | Cell phone charges | | | | 48.29 | |
| | South Asian Cultural Society Gala | | 110.00 | | | |
| March | Portable electronic device charges (e.g. Ipad) | | | | 8.56 | |
| | Cell phone charges | | | | 42.80 | |
| | Ridge Meadows Chamber Business Excellence Awards | | 125.00 | | | |
| April | Portable electronic device charges (e.g. Ipad) | | | | 4.28 | |
| | High Ground Conference | 240.31 | | | | |
| | Cell phone charges | | | | 41.87 | |
| | Haney Farmers Market Fundraiser | | 35.00 | | | |
| May | Ridge Meadows Multi Cultural Society Inaugural Gala | | 50.00 | | | |
| | Portable electronic device charges (e.g. Ipad) | | | | 34.24 | |
| | Maple Ridge Community Foundation Citizen of the Year Award | | 125.00 | | | |
| | Cell phone charges | | | | 42.80 | |
| June | Lower Mainland Local Government Association (LMLGA) Conference | 967.33 | | | | |
| | Portable electronic device charges (e.g. Ipad) | | | | 51.36 | |
| | Cell phone charges | | | | 51.41 | |
| July | Federation of Canadian Municipalities (FCM) Conference | 3,572.87 | | | | |
| | Portable electronic device charges (e.g. Ipad) | | | | 34.24 | |
| | Cell phone charges | | | | 45.95 | |
| August | Portable electronic device charges (e.g. Ipad) | | | | 4.28 | |
| | Cell phone charges | | | | 42.80 | |
| | Portable electronic device charges (e.g. Ipad) | | | | 4.28 | |
| September | Union of BC Municipalities (UBCM) Conference | 1,468.83 | | | | |
| | Cell phone charges | | | | 43.40 | |
| October | Portable electronic device charges (e.g. Ipad) | | | | 4.28 | |
| | Youth Restorative Justice Fundraiser | | 25.00 | | | |
| | Cell phone charges | | | | 42.80 | |
| November | Ridge Meadows Hospital Foundation Gala | | 175.00 | | | |
| | Portable electronic device charges (e.g. Ipad) | | | | 4.28 | |
| | Cell phone charges | | | | 42.80 | |
| December | Portable electronic device charges (e.g. Ipad) | | | | 4.28 | |
| | Cell phone charges | | | | 42.80 | |
| | Portable electronic device charges (e.g. Ipad) | | | | 4.28 | |
| | Ridge Meadows Seniors Society Event | | 15.00 | | | |
| | | 6,249.34 | 660.00 | - | 697.60 | 7,606.94 |
| TOTALS | | 21,128.61 | 2,399.00 | 9.52 | 2,771.09 | 26,308.22 |

1000 Bylaws

CITY OF MAPLE RIDGE

BYLAW NO. 7211-2016

A Bylaw to amend Map "A" forming part of Zoning Bylaw No. 3510 - 1985 as amended

WHEREAS, it is deemed expedient to amend Maple Ridge Zoning Bylaw No. 3510 - 1985 as amended;

NOW THEREFORE, the Municipal Council of the City of Maple Ridge enacts as follows:

1. This Bylaw may be cited as "Maple Ridge Zone Amending Bylaw No. 7211-2016."

2. That parcel or tract of land and premises known and described as:

Lot 39 Section 28 Township 12 New Westminster District Plan 40978

and outlined in heavy black line on Map No. 1658 a copy of which is attached hereto and forms part of this Bylaw, is hereby rezoned to RM-1 (Townhouse Residential).

3. Maple Ridge Zoning Bylaw No. 3510 - 1985 as amended and Map "A" attached thereto are hereby amended accordingly.

READ a first time the 23rd day of February, 2016.

READ a second time the 16th day of January, 2018.

PUBLIC HEARING held the 20th day of February, 2018.

READ a third time the day of , 20

ADOPTED the day of , 20

PRESIDING MEMBER

CORPORATE OFFICER

**CITY OF MAPLE RIDGE
BYLAW NO. 7416-2017**

A Bylaw to amend the Official Community Plan Bylaw No. 7060-2014

WHEREAS Section 477 of the Local Government Act provides that the Council may revise the Official Community Plan;

AND WHEREAS it is deemed expedient to amend Schedule "A" to the Official Community Plan;

NOW THEREFORE, the Municipal Council of the City of Maple Ridge, enacts as follows:

1. This Bylaw may be cited for all purposes as "Maple Ridge Official Community Plan Amending Bylaw No. 7416-2017."
2. Schedule "A", Chapter 10.3, Part VI, A – Silver Valley, Figure 2 - Land Use Plan, is hereby amended for the parcel or tract of land and premises known and described as:

Lot 3 Section 32 Township 12 New Westminster District Plan LMP14126

and outlined in heavy black line on Map No. 969, a copy of which is attached hereto and forms part of this bylaw, is hereby designated as shown.

3. Schedule "A", Chapter 10.3, Part VI, A – Silver Valley, Figure 4 – Trails / Open Space is hereby amended for the parcel or tract of land and premises known and described as:

Lot 3 Section 32 Township 12 New Westminster District Plan LMP14126

and outlined in heavy black line on Map No. 970, a copy of which is attached hereto and forms part of this bylaw, is hereby designated as shown.

4. Maple Ridge Official Community Plan Bylaw No.7060-2014 as amended is hereby amended accordingly.

READ a first time the 16th day of January, 2018.

READ a second time the 16th day of January, 2018.

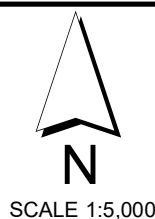
PUBLIC HEARING held the 20th day of February, 2018.

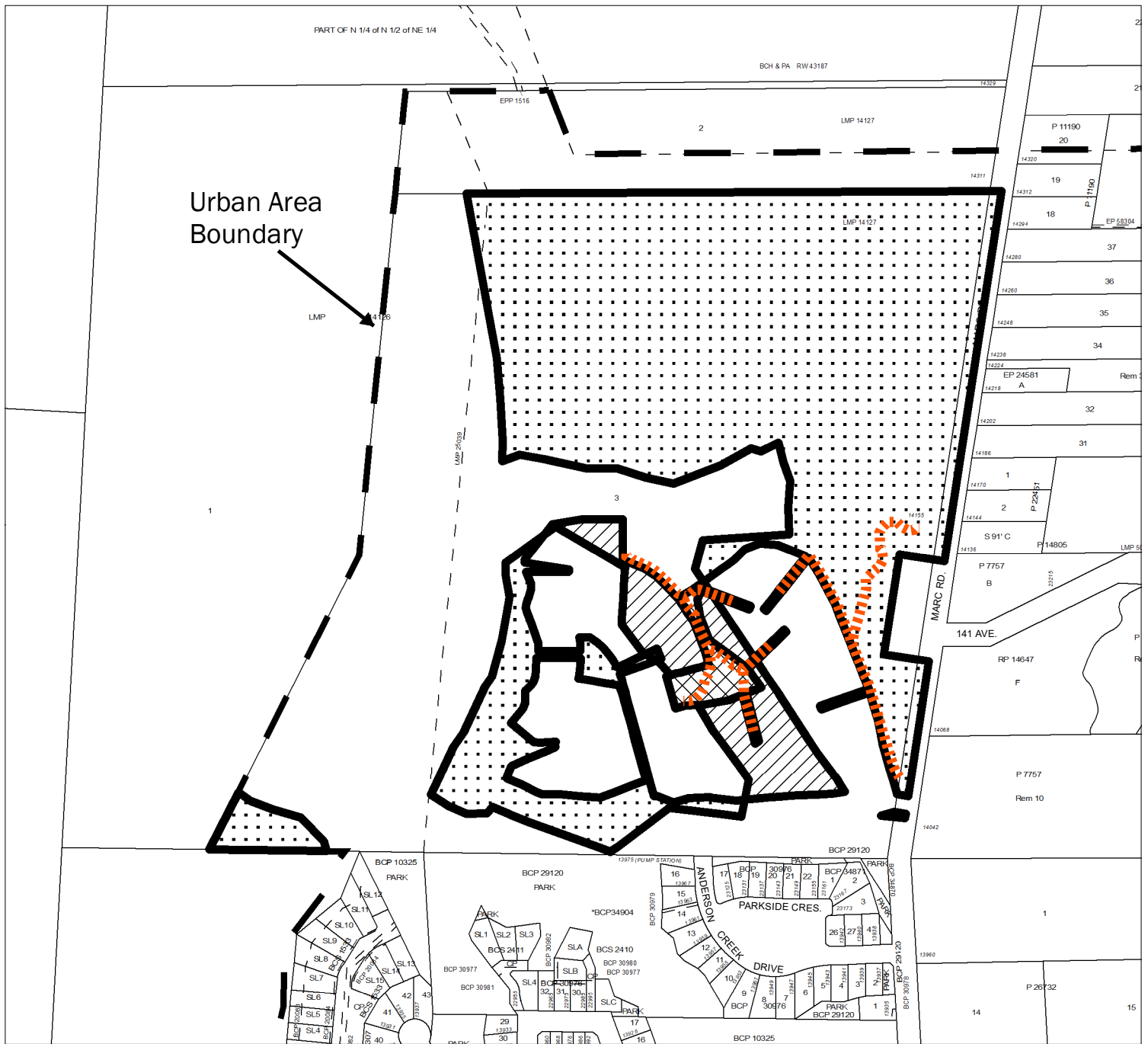
READ a third time the day of , 20

ADOPTED, the day of , 20 .

PRESIDING MEMBER

CORPORATE OFFICER





MAPLE RIDGE OFFICIAL COMMUNITY PLAN AMENDING

Bylaw No. 7416-2017

Map No. 970

Purpose: To Amend Silver Valley Area Plan Figure 4: Trail/Open Space as shown

 Add to Conservation

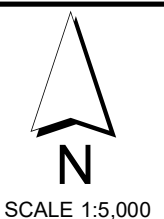
 Add to Neighbourhood Park

 Remove from Conservation

 Add to Trail



--- Urban Area Boundary



CITY OF MAPLE RIDGE

BYLAW NO. 7254-2016

A Bylaw to amend Map "A" forming part of Zoning Bylaw No. 3510 - 1985 as amended

WHEREAS, it is deemed expedient to amend Maple Ridge Zoning Bylaw No. 3510 - 1985 as amended;

NOW THEREFORE, the Municipal Council of the City of Maple Ridge enacts as follows:

1. This Bylaw may be cited as "Maple Ridge Zone Amending Bylaw No. 7254-2016."

2. Those parcel or tract of land and premises known and described as:

Lot 3 Section 32 Township 12 New Westminster District Plan LMP14126

and outlined in heavy black line on Map No. 1679 a copy of which is attached hereto and forms part of this Bylaw, are hereby rezoned to R-1 (Residential District), R-2 (Urban Residential District),

3. Maple Ridge Zoning Bylaw No. 3510 - 1985 as amended and Map "A" attached thereto are hereby amended accordingly.

READ a first time the 14th day of June, 2016.

READ a second time the 16th day of January, 2018.

PUBLIC HEARING held the 20th day of February, 2018.

READ a third time the day of , 20

ADOPTED, the day of , 20



PRESIDING MEMBER

CORPORATE OFFICER



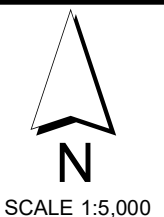
MAPLE RIDGE ZONE AMENDING

Bylaw No. 7254-2016
 Map No. 1679
 From: A-2 (Upland Agricultural)

To:  R-1 (Residential District)
 R-2 (Urban Residential District)



--- Urban Area Boundary



**CITY OF MAPLE RIDGE
BYLAW NO. 7428-2018**

A Bylaw to amend the text of Maple Ridge Zoning Bylaw No. 3510-1985 as amended

WHEREAS, it is deemed expedient to amend the Maple Ridge Zoning Bylaw No. 3510-1985 as amended:

NOW THEREFORE, the Municipal Council of the City of Maple Ridge, enacts as follows:

1. This bylaw may be cited as “Maple Ridge Zone Amending Bylaw No. 7428-2018”.
2. Maple Ridge Zoning Bylaw No. 3510-1985 is hereby amended as follows:

PART 4, GENERAL REGULATIONS, SECTION 401 USES OF LAND, BUILDINGS AND STRUCTURES, Subsection (3) Prohibited Uses of Land, Buildings and Structures is amended as follows:

By inserting the following as item (h):

“(h) the retail sale of cannabis”

3. Maple Ridge Zoning Bylaw No. 3510-1985 as amended is hereby amended accordingly.

READ a first time the 30th day of January, 2018.

READ a second time the 30th day of January, 2018.

PUBLIC HEARING held the 20th day of February, 2018.

READ a third time the day of , 20

ADOPTED the day of , 20

PRESIDING MEMBER

CORPORATE OFFICER

CITY OF MAPLE RIDGE

BYLAW NO. 7434-2018

A Bylaw to authorize the City of Maple Ridge to enter into a
Housing Agreement for 11184, 11154, and 11080 240 Street.

WHEREAS pursuant to Section 483 of the Local Government Act, as amended, Council may, by bylaw, enter into a housing agreement under that Section;

AND WHEREAS Council and Streetside Developments wishes to enter into a housing agreement for the subject properties at for 11184, 11154, and 11080 240 Street;

NOW THEREFORE, the Municipal Council of the City of Maple Ridge enacts as follows:

This Bylaw may be cited as “11184, 11154, and 11080 240 Street Housing Agreement Bylaw No. 7434-2018”.

1. By this Bylaw Council authorizes the City to enter into a housing agreement with Streetside Developments (BC) Limited, in respect to the following land:

Lot: 9, Section: 10, Township: 12, Plan: NWP809, Lot: 1, Block: 9, Section: 10,
Township: 12, Plan: NWP17613 Lot: 1, Section: 10, Township: 12, Plan: NWP17613

2. The Mayor and Corporate Officer are authorized to execute the housing agreement and all incidental instruments on behalf of the City of Maple Ridge.
3. Schedule A, attached to this Bylaw, is incorporated into and forms part of this Bylaw.
4. This Bylaw shall take effect as of the date of adoption hereof.

READ a first time the 13th day of February, 2018.

READ a second time the 13th day of February, 2018.

READ a third time the 13th day of February, 2018.

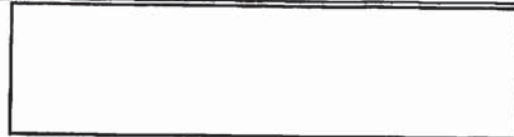
ADOPTED, the day of , 20

.

PRESIDING MEMBER

CORPORATE OFFICER

Your electronic signature is a representation that you are a subscriber as defined by the Land Title Act, RSBC 1996 c.250, and that you have applied your electronic signature in accordance with Section 168.3, and a true copy, or a copy of that true copy, is in your possession.



1. APPLICATION: (Name, address, phone number of applicant, applicant's solicitor or agent)

McQuarrie Hunter LLP, Barristers and Solicitors
15th Floor, Central City Tower
Suite 1500, 13450 102nd Ave.
Surrey BC V3T 5X3

Telephone: 604-581-7001
LTO Client Number: 11318
File Number: 180131/ac
Document: RC [Housing Agreement]

Deduct LTSA Fees? Yes ☒

2. PARCEL IDENTIFIER AND LEGAL DESCRIPTION OF LAND:
[PID] [LEGAL DESCRIPTION]

SEE SCHEDULE

STC? YES ☐

3. NATURE OF INTEREST

CHARGE NO.

ADDITIONAL INFORMATION

**Restrictive Covenant
Priority Agreement**

Page 9

4. TERMS: Part 2 of this instrument consists of (select one only)

(a) ☐ Filed Standard Charge Terms D.F. No.

(b) ☒ Express Charge Terms Annexed as Part 2

A selection of (a) includes any additional or modified terms referred to in Item 7 or in a schedule annexed to this instrument.

5. TRANSFEROR(S):

STREETSIDE DEVELOPMENTS (BC) LTD., INC. NO. BC0917495

6. TRANSFEREE(S): (including postal address(es) and postal code(s))

CITY OF MAPLE RIDGE

11995 HANEY PLACE

MAPLE RIDGE

BRITISH COLUMBIA

V2X 6A9

CANADA

7. ADDITIONAL OR MODIFIED TERMS:

8. EXECUTION(S): This instrument creates, assigns, modifies, enlarges, discharges or governs the priority of the interest(s) described in Item 3 and the Transferor(s) and every other signatory agree to be bound by this instrument, and acknowledge(s) receipt of a true copy of the filed standard charge terms, if any.

Officer Signature(s)

Transferor(s) Signature(s)

Wade Winkler
Barrister & Solicitor

| Execution Date | | |
|----------------|----|----|
| Y | M | D |
| 18 | 02 | 02 |

STREETSIDE DEVELOPMENTS
(BC) LTD. by its authorized
signatory(ies)

Print Name: MIKE GARRET

Print Name: Gregory P. van Popta

as to the signature of Gregory P. van Popta only

OFFICER CERTIFICATION:

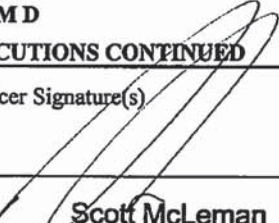
Your signature constitutes a representation that you are a solicitor, notary public or other person authorized by the Evidence Act, R.S.B.C. 1996, c.124, to take affidavits for use in British Columbia and certifies the matters set out in Part 5 of the Land Title Act as they pertain to the execution of this instrument.

LAND TITLE ACT
FORM D

EXECUTIONS CONTINUED

PAGE 2 of 9 PAGES

Officer Signature(s)


Scott McLeman
Barrister and Solicitor
Suite 1600, 421 7th Ave S.W.
Calgary, AB
T2P 4K9

Execution Date

| Y | M | D |
|----|---|---|
| 18 | 2 | 2 |
| 18 | | |

Transferor / Borrower / Party Signature(s)

THE TORONTO-DOMINION BANK by
its authorized signatory(ies):


Print Name:

JOANNE KULINSKI
ACCOUNT MANAGER


Print Name:

Shayne Normandeau
Manager

CITY OF MAPLE RIDGE by its
authorized signatory(ies):

Print Name:

Print Name:

OFFICER CERTIFICATION:

Your signature constitutes a representation that you are a solicitor, notary public or other person authorized by the Evidence Act, R.S.B.C. 1996, c.124, to take affidavits for use in British Columbia and certifies the matters set out in Part 5 of the Land Title Act as they pertain to the execution of this instrument.

2. PARCEL IDENTIFIER AND LEGAL DESCRIPTION OF LAND:

[PID]

[LEGAL DESCRIPTION]

008-039-291

**SOUTH 150 FEET LOT 1 SECTION 10 TOWNSHIP 12
NEW WESTMINSTER DISTRICT PLAN 17613**

STC?

YES ☐

2. PARCEL IDENTIFIER AND LEGAL DESCRIPTION OF LAND:

[PID]

[LEGAL DESCRIPTION]

011-913-215

**PARCEL "B" (REFERENCE PLAN 5589) LOT 9 SECTION 10 TOWNSHIP 12
NEW WESTMINSTER DISTRICT PLAN 809**

STC?

YES ☐

2. PARCEL IDENTIFIER AND LEGAL DESCRIPTION OF LAND:

[PID]

[LEGAL DESCRIPTION]

010-317-694

**LOT 1 EXCEPT: SOUTH 150 FEET, SECTION 10 TOWNSHIP 12
NEW WESTMINSTER DISTRICT PLAN 17613**

STC?

YES ☐

TERMS OF INSTRUMENT- PART 2
SECTION 219 COVENANT AND HOUSING AGREEMENT
(2016-244-RZ)

BETWEEN:

STREETSIDE DEVELOPMENTS (BC) LTD. [INC. NO. BC0917495]
#310 5620 – 152nd Street, Surrey, BC V3S 3K2

(hereinafter called the "Covenantor")

OF THE FIRST PART

AND:

CITY OF MAPLE RIDGE, a Municipal Corporation under the *Local, Government Act*, Chapter 290 of the Revised Statutes of British Columbia, 1979, having its municipal offices at 11995 Haney Place, in the City of Maple Ridge, in the Province of British Columbia V2X 6A9

(hereinafter called the "City")

OF THE SECOND PART

WHEREAS:

- A. The Covenantor is the registered owner of certain lands situated in the Municipality of Maple Ridge in the Province of British Columbia, and more particularly known and described as:

PID: 008-039-291

SOUTH 150 FEET LOT 1 SECTION 10 TOWNSHIP 12 NEW WESTMINSTER DISTRICT PLAN 17613

PID: 011-913-215

PARCEL "B" (REFERENCE PLAN 5589) LOT 9 SECTION 10 TOWNSHIP 12 NEW WESTMINSTER DISTRICT PLAN 809

PID: 010-317-694

LOT 1 EXCEPT: SOUTH 150 FEET, SECTION 10 TOWNSHIP 12 NEW WESTMINSTER DISTRICT PLAN 17613

(hereinafter, collectively, called the "Lands").

- B. The City is prepared to allow construction of a multi-family development with 138 Dwelling Units and 905.0 square metres of Commercial Space. Of the 138 Dwelling Units, the 8 Dwelling Units located above the Commercial Space will be Purpose Built Rental Housing Units.
- C. The Covenantor and the City wish to enter into this Agreement to restrict the use of the 8 Purpose Built Rental Housing Units to be constructed on the Lands, on the terms and conditions of this Agreement, to have effect as both a covenant under section 219 of the *Land Title Act* (British Columbia) and a housing agreement under section 483 of the *Local Government Act* (British Columbia).

- D. The City has adopted a bylaw under section 483 of the *Local Government Act* (British Columbia) to authorize this Agreement as a housing agreement.

NOW THEREFORE in consideration of the premises and the covenants herein contained, the payment of the sum of One Dollar (\$1.00) paid by the City to the Covenantor, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties covenant and agree, pursuant to section 483 of the *Local Government Act* (British Columbia) and section 219 of the *Land Title Act* (British Columbia) as follows:

Definitions

1. In this Agreement:
 - (a) **"Commercial Space"** means the +/- 905.0 square metres of commercial space that the City is prepared to allow construction of on the Lands;
 - (b) **"Dwelling Units"** means all residential dwelling units located or to be located on the Lands whether those dwelling units are lots or parcels, or parts or portions thereof, into which ownership or right of possession or occupation of the Lands may be subdivided (hereinafter defined) and includes single family detached dwellings, duplexes, townhouses, auxiliary residential dwelling units, rental apartments and strata lots in a building strata plan;
 - (c) **"Purpose Built Rental Housing Units"** means those of the Dwelling Units that are to be owned by a landlord who makes them available for rent to a tenant for residential use pursuant to tenancy agreement; In this Agreement, those 8 Dwelling Units constructed, or to be constructed above the Commercial Space are herein designated as the Purpose Built Rental Housing Units;
 - (d) **"Lands"** means the land described in Item 2 of the General Instrument Part 1, including any buildings now or hereafter located on the aforementioned land, and any part or a portion of such land or building into which said land or building is or may at any time be subdivided;
 - (e) **"Subdivide"** means to divide, apportion, consolidate or subdivide the Lands, or the ownership or right to possession or occupation of the Lands into two or more lots, parcels, parts, portions or shares, whether by plan, descriptive words or otherwise, under the *Land Title Act* (British Columbia) or the *Strata Property Act* (British Columbia), or otherwise, and includes the creation, conversion, organization or development of "cooperative interest" or "shared interest in land" as defined in the *Real Development Marketing Act* (British Columbia).

Use, Occupancy, Subdivision and No Separate Sale Restrictions

2. The Covenantor covenants and agrees with the City that the Lands and any of the Dwelling Units on, or to be constructed on, the Lands, shall be used and occupied only in strict accordance with the terms of the Agreement.
3. The 8 Dwelling Units constructed, or to be constructed above the Commercial Space are hereby designated as Purpose Built Rental Housing Units.

4. All Purpose Built Rental Housing Units shall only be used to provide rental accommodation and shall remain as rental accommodation in perpetuity.
5. All Purpose Built Rental Housing Units shall be rented only on a month to month basis or under a residential tenancy agreement having a fixed term not exceeding three years, including any rights of renewal.
6. No Purpose Built Rental Housing Units may be occupied except by an individual who occupies pursuant to a rental agreement that meets the requirements of section 5.
7. The Lands shall not be Subdivided, except by means of a strata plan under the *Strata Property Act* (British Columbia) that includes all of the Purpose Built Rental Housing Units within a single strata lot.

Specific Performance

8. The Covenantor agrees that because of the public interest in ensuring that all of the matters described in this Agreement are complied with, the public interest strongly favours the award of a prohibitory or mandatory injunction, or an order for specific performance or other specific relief, by the Supreme Court of British Columbia at the instance of the City, in the event of an actual or threatened breach of this Agreement.

Notice of Housing Agreement

9. For clarity, the Covenantor acknowledges and agrees that:
 - (a) this Agreement constitutes both a covenant under section 219 of the *Land Title Act* (British Columbia) and a Housing Agreement entered into under section 483 of the *Local Government Act* (British Columbia);
 - (b) the City is required to file a notice of Housing Agreement in the Land Title Office against title to the Lands; and
 - (c) once such a notice is filed, this Agreement binds all persons who acquire an interest in the Lands as a Housing Agreement under section 483 of the *Local Government Act*.

No Obligation to Enforce

10. The rights given to the City by this Agreement are permissive only and nothing in this Agreement imposes any legal duty of any kind on the City to anyone, or obliges the City to enforce this Agreement, to perform any act or to incur any expense in respect of this Agreement.

No Effect on Laws or Powers

11. This Agreement does not:
 - (a) affect or limit the discretion, rights, duties, or powers of the City or the Approving Officer for the City under the common law or any statute, bylaw, or other enactment,

nor does this Agreement date or give rise to, nor do the parties intend this Agreement to create any implied obligations concerning such discretionary rights, duties or powers;

- (b) affect or limit the common law or any statute, bylaw or other enactment applying to the Lands; or
- (c) relieve the owner from complying with any common law or any statute, regulation, bylaw or other enactment.

Indemnity

12. The Covenantor hereby releases the City, and indemnifies and saves the City harmless, from and against any and all actions, causes of actions, suits, claims (including claims for injurious affection), cost (including legal fees and disbursements), expenses, debts, demands, losses (including economic loss) and liabilities of whatsoever kind arising out of or in any way due or relating to the granting or existence of this Agreement, the restrictions or obligations contained in this Agreement or the performance or non-performance by the Covenantor of this Agreement that the City is or may become liable for, incur or suffer.

Priority

13. The Covenantor will do everything necessary, at the Covenantor's expense, to ensure that this Agreement is registered against title to the Lands in priority to all liens, charges and encumbrances registered or pending registration against title to the Lands, save and except those specifically approved in writing by the City and those in favour of the City.

Waiver

12. An alleged waiver of any breach of this Agreement is effective only if it is an express waiver in writing of the breach. A waiver of a breach of this Agreement does not operate as a waiver of any other breach of this Agreement.

Interpretation

13. In this Agreement:
- (a) reference to the singular includes a reference to the plural, and vice versa, unless the context requires otherwise;
 - (b) reference to a particular numbered section or article, or to a particular lettered Schedule, is a reference to the correspondingly numbered or lettered article, section or Schedule of this Agreement;
 - (c) article and section headings have been inserted for ease of reference only and are not to be used in interpreting this Agreement;
 - (d) the word "enactment" has the meaning given to it in the *Interpretation Act* (British Columbia) on the reference date of this Agreement;
 - (e) reference to any enactment is a reference to that enactment as consolidated,

revised, amended, re-enacted or replace, unless otherwise expressly provided;

- (f) reference to "party" or the "parties" is a reference to a party, or the parties, to this Agreement and their respective successors, assigns, trustees, administrators and receivers;
- (g) time is of the essence; and
- (h) reference to a "day", "month" or "year" is a reference to a calendar day, calendar month, or calendar year unless otherwise expressly provided.

Further Acts

- 14. The Covenantor will do everything reasonably necessary to give effect to the intent of this Agreement, including execution of further instruments.

Severance

- 15. If any part of this Agreement is held to be invalid, illegal or unenforceable by a court having the jurisdiction to do so, that part is to be considered to have been severed from the rest of this Agreement and the rest of this Agreement remains in force unaffected by that holding or by the severance of that part.

No Other Agreements

- 16. This Agreement is the entire agreement between the parties regarding its subject and it terminates and supersedes all other agreements and arrangements regarding its subject.

Enurement

- 17. This Agreement binds the parties to it and their respective successors, heirs, executors and administrators.

Deed and Contract

- 18. By executing and delivering this Agreement each of the parties intends to create both a contract and a deed executed and delivered under seal.

As evidence of their agreement to be bound by this Agreement, the Covenantor and the City have executed the *Land Title Act* (British Columbia) Form C or D, as the case may be, attached to and forming part of this Agreement.

MEMORANDUM AS TO ENCUMBRANCES, LIENS AND INTERESTS

CHARGE IN FAVOUR OF THE TORONTO-DOMINION BANK, REGISTERED UNDER CA5142285 AND CA5142286.

C O N S E N T

THE TORONTO-DOMINION BANK, being the holder of the encumbrance or entitled to the lien or interest referred to in the memorandum above written, in consideration of **ONE (\$1.00) DOLLAR** and other good and valuable consideration (the receipt of which is hereby acknowledged), **hereby grants** the registration of the within Agreement priority over our interest in the said lands and covenants and agrees that the same shall be binding upon its interest in or charge upon the said lands and shall be an encumbrance upon the said lands prior to the above noted charge in the same manner and to the same effect as if it had been dated and registered prior to the said charge.

Executions: See Part 1

CANADA)
PROVINCE OF)
BRITISH COLUMBIA)

IN THE MATTER OF A HOUSING AGREEMENT
WITH THE CITY OF MAPLE RIDGE AND
("HOUSING AGREEMENT")

We Andy Lee, Assistant Secretary and Gregory van Popta, corporate solicitor of StreetSide Developments (BC) Ltd. (the "Company") of #310 5620-152 Street, Surrey, in the Province of British Columbia, V3S 3K2 do solemnly declare:

1. The Company is the owner of 11184, 11154 and 11080 240 Street, Maple Ridge, British Columbia (the "Multi-Family Development"), and we make this declaration to the best of our personal knowledge.
2. This declaration is made pursuant to the Housing Agreement in respect of securing Rental tenure in perpetuity.
3. All Purpose Built Rental Housing Units in the Multi-Family Development shall only be used to provide rental accommodation and shall remain as rental accommodation in perpetuity.
4. All Purpose Built Rental Housing Units shall be rented only on a month to month basis or under a residential tenancy agreement having a fixed term not exceeding three years, including any rights of renewal.
5. No Purpose Built Rental Housing Units may be occupied except by an individual who occupies pursuant to a rental agreement.
6. We confirm that the Company will comply with all of the obligations of the Owner (as defined in the Housing Agreement) under the Housing Agreement.
7. We make this solemn declaration, conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and pursuant to the *Evidence Act* (British Columbia).

AND I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath.

DECLARED before me at Surrey,)
Province of British Columbia, this 5)
day of February, 2018.)

Andy Lee
Andy Lee

Ashley Yvonne Cooper
A Commissioner for Taking Affidavits within)
British Columbia.)

Gregory van Popta
Gregory van Popta

Ashley Yvonne Cooper

Commissioner for Taking Affidavits for British Columbia

Expiry: 12/31/2020

McQuarrie Hunter LLP

Suite 1500, 13450 - 102 Avenue

Surrey, BC V3T 5X3

604.581.7001

as to the signature of
Gregory van Popta only

**CITY OF MAPLE RIDGE
BYLAW NO. 7394-2017**

A Bylaw to amend the text of Maple Ridge Zoning Bylaw No. 3510-1985 as amended

WHEREAS, it is deemed expedient to amend the Maple Ridge Zoning Bylaw No. 3510-1985 as amended:

NOW THEREFORE, the Municipal Council of the City of Maple Ridge, enacts as follows:

1. This bylaw may be cited as “Maple Ridge Zone Amending Bylaw No. Bylaw 7394-2017”.
2. That PART 2 INTERPRETATION is amended by inserting the following definition between “Animal Shelter” and “Apartment”:

“ANIMAL SERVICES means a use providing individualized services to an animal recipient. Typical services include walking, grooming, dog day care, aqua or physical therapy, and training. Does not include commercial kennels, breeding, and dog boarding.”

3. That PART 2 INTERPRETATION is amended by inserting the following definition between “Boarding” and “Body Rub Studio”:

“BODY MODIFICATION means altering a person’s body for nonmedical purposes, and includes but is not limited to piercing, tattooing and micro-pigmentation services.”

4. That Part 2 INTERPRETATION definition of “Business Services” is deleted and replaced with the following definition:

“BUSINESS SERVICES means a use providing services to a business including, but not limited to, information technology and support, desktop publishing, data processing, bookkeeping, internet access, copying and printing services, mailing services, telephone reception and consulting services.”

5. That PART 2 INTERPRETATION is amended by inserting the following definition between “Habitable Room” and “Height”:

“HEALTH SERVICES means a use providing medical services to the general public where the practitioner is subject to a College or Association that has been delegated the authority, under provincial legislation, to govern the practice of their members in the public interest, and includes, but is not limited to, audiologists, chiropractors, dentists, nurses, massage therapists, optometrists, physicians and traditional Chinese medicine practitioners.”

6. That PART 2 INTERPRETATION is amended by inserting the following definition between “Home Occupation” and “Housing Agreement”:

“HOMECRAFT means a use providing for the small scale production of goods intended for sale, consumption or use by another. Typical uses include, but not limited to, art, photography, jewelry, food, bath and beauty products, clothing and toys.”

7. That PART 2 INTERPRETATION is amended by inserting the following definition between “Net Density” and “Office Use”:

“NON-RESIDENT EMPLOYEE means a person receiving or entitled to receive wages or other compensation for work performed for an employer operating a home occupation but is not a resident on the lot. It also includes a person being trained by an employer for an employer’s home occupation.”

8. That Part 2 INTERPRETATION definition of “Personal Service” is deleted and replaced with the following definition:

“PERSONAL SERVICES means a use providing individualized services to a recipient. Including, but not limited to, animal services, barbering, beauty salons, hairdressing, personal wellness, tailoring, shoemaking, dry-cleaning, personal trainers, nutritionists, and weight loss clinics, but excluding overnight boarding of dogs, kennels, adult entertainment and pawnshop use.”

9. That Part 2 INTERPRETATION definition of “Professional Services” is deleted and replaced with the following definition:

“PROFESSIONAL SERVICES means a use providing services to the general public in which the provider of the service is required to be licensed or certified by a self-regulating professional association or by Federal, Provincial, or Municipal authorities and may include, but not be limited to, accountants, architects, engineers, health service providers, insurance and employment agencies, lawyers, planners, real estate agents, and veterinarians.”

10. That Part 4, GENERAL REGULATIONS, 402 REGULATIONS FOR PERMITTED USES OF LAND, BUILDINGS & STRUCTURES (4) Home Occupation Use be amended by deleting the existing regulation under Section 402 (4) in their entirety, and inserting the following:

Where permitted, a Home Occupation shall:

- (a) Be entirely enclosed within:

- (i) A dwelling unit; or
- (ii) An accessory building meeting all the siting, height, and floor area required of an accessory building in the pertinent zone.

- (b) Be considered for Agricultural, Residential and CD (Comprehensive Development) zones:

- (i) A Type 1 Home Occupation where the operation occurs in a multi-family dwelling unit, unless otherwise prohibited by this Bylaw; or
- (ii) A Type 2 Home Occupation where the operation occurs on a lot less than 1,200.0 m²; or
- (iii) A Type 3 Home Occupation where the operation occurs on a lot equal to or greater than 1,200.0 m²; or
- (iv) A Type 4 Home Occupation where the operation occurs on a lot equal to or greater than 0.4 ha, as expressly permitted by this Bylaw.

- (c) Occupy not more than:
 - (i) 30% of the gross floor area of the dwelling unit in which the home occupation is located, up to maximum of 50.0 m² in total for Type 1 Home Occupations; or
 - (ii) 30% of the gross floor area of the dwelling unit and accessory building in which the home occupation is located, up to maximum of 50.0 m² in total for Type 2 Home Occupations; or
 - (iii) 45% of the gross floor area of the dwelling unit and accessory building in which the home occupation is located, up to a maximum of 100.0m² in total for Type 3 Home Occupations;
- (d) Be conducted by the resident of the dwelling unit and, provided that non-resident employee parking is accommodated on-site, be permitted up to a maximum of:
 - (i) 1 non-resident employee per dwelling unit for Type 1 Home Occupations; or
 - (ii) 2 non-resident employees per dwelling unit for Type 2 Home Occupations; or
 - (iii) 3 non-resident employees per dwelling unit for Type 3 Home Occupations.
- (e) Be permitted on-site client visits, only by appointment scheduled in advance, up to a maximum of:
 - (i) 6 clients per day per dwelling unit for Type 1 Home Occupations, limited to Tutoring & Lesson uses only;
 - (ii) 10 clients per day per lot for Type 2 Home Occupations; or
 - (iii) 16 clients per day per lot for Type 3 Home Occupations.
- (f) Be permitted, subject to Section 402.4 (e), group sessions up to a maximum of:
 - (i) 2 group sessions per day for Type 1 Home Occupations, limited to Tutoring & Lessons use only; and
 - (ii) 6 clients at any one time for Type 2 Home Occupations; and
 - (iii) 8 clients at any one time for Type 3 Home Occupations.
- (g) Be permitted for the following uses:
 - (i) Animal Services, excluding dog day care and for Type 1 and Type 2 Home Occupations, restricted to off-site or mobile-based services only;
 - (ii) Business Services;
 - (iii) Office uses;
 - (iv) Health Services, for Type 1 Home Occupations, restricted to off-site or mobile-based services only;
 - (v) Homecraft;
 - (vi) Personal Services, excluding dry cleaning and for Type 1 Home Occupations, restricted to off-site or mobile-based services only;
 - (vii) Professional Services;
 - (viii) Tutoring & Lessons;
 - (ix) Family Day Care, unless otherwise expressly prohibited by this Bylaw. For Neighbourhood Day Care requirements refer to Section 402.10 of this Bylaw; and
 - (x) Off-site, online and mobile-based sales.

- (h) Be permitted the storage on the lot of not more than one vehicle provided that it is used in connection with the home occupation and that such vehicle not be in excess of 3,630.0 kilograms licenced gross vehicle weight and be subject to Section 402.6 of this Bylaw.
- (i) Comply with Agricultural Land Reserve Use, Subdivision and Procedure Regulation (BC Reg. 171/2002), Section 3(1)(c) and ALC Policy L-07 Home Occupation Use in the ALR.
- (j) Be prohibited for the following uses and/or activities:
 - (i) Body modification;
 - (ii) Assembly use;
 - (iii) Orchestra and band training;
 - (iv) A family daycare use within a dwelling unit in the RM-2 (Medium Density Apartment Residential), RM-3 (Medium/High Density Apartment Residential), an apartment use within RM-4 (Multiple Family Residential), RM-5 (Low Density Apartment Residential), RM-6 (High Density Apartment Residential), C and CS zones;
 - (v) The unenclosed storage or display of raw materials, components, or stock-in-trade;
 - (vi) The retail sale of goods or products where customers enter the premises to inspect purchase or take possession of goods without making an appointment in advance;
 - (vii) The discharge or emit odorous, noxious or toxic matter or vapours, heat, glare, noise or radiation, or recurrently generated ground vibrations;
 - (viii) The generation of parking shortages, traffic congestion, electrical interference, fire hazards or health hazards;
 - (ix) The use of mechanical or electrical equipment except as is ordinarily employed in purely domestic and household use, or recreational hobbies, or office uses; and
 - (x) The external structural alteration to the principal building, ensuring that there shall be no exterior indication that the building is used for a purpose other than a residential use, except for signage permitted in accordance with Maple Ridge Sign Bylaw No. 6830-2011.

11. Maple Ridge Zoning Bylaw No. 3510-1985 as amended is hereby amended accordingly.

READ a first time the 24th day of October, 2017.

READ a second time the 5th day of December, 2017.

PUBLIC HEARING held the 23rd day of January, 2018.

READ a third time the 30th day of January, 2018.

ADOPTED the day of , 20

PRESIDING MEMBER

CORPORATE OFFICER

1100 *Reports and Recommendations*

City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: First Reading
Zone Amending Bylaw No. 7442-2018
23084 and 23100 Lougheed Highway

MEETING DATE: February 27, 2018
FILE NO: 2017-390-RZ
MEETING: Council

EXECUTIVE SUMMARY:

An application has been received to rezone the subject property from RS-3 (One Family Rural Residential) to RM-4 (Multiple Family Residential) for a townhouse development with approximately 32 units in six (6) buildings. All the units propose to have tandem parking garages and no aprons between the garage entrance and the drive aisles. To proceed further with this application additional information is required as outlined below.

This project will be subject to the Community Amenity Contribution Policy involving a voluntary contribution of \$4,100 per unit for a total contribution of \$131,300.

RECOMMENDATIONS:

In respect of Section 475 of the *Local Government Act*, requirement for consultation during the development or amendment of an Official Community Plan, Council must consider whether consultation is required with specifically:

- i. The Board of the Regional District in which the area covered by the plan is located, in the case of a Municipal Official Community Plan;
- ii. The Board of any Regional District that is adjacent to the area covered by the plan;
- iii. The Council of any municipality that is adjacent to the area covered by the plan;
- iv. First Nations;
- v. Boards of Education, Greater Boards and Improvements District Boards; and
- vi. The Provincial and Federal Governments and their agencies.

and in that regard it is recommended that no additional consultation be required in respect of this matter beyond the early posting of the proposed Official Community Plan amendments on the City's website, together with an invitation to the public to comment, and;

That Zone Amending Bylaw No. 7442-2018 be given first reading; and

That the applicant provide further information as described on Schedules A, C, E, F and G of the Development Procedures Bylaw No. 5879-1999, along with the information required in the report dated February 23, 2018.

DISCUSSION:

a) Background Context:

| | |
|---------------------------|--|
| Applicant: | Concost Management Inc |
| Legal Description: | Parcel "One" (Explanitory Plan 10002) of Parcel "K" District Lot 403 Group 1 NWD Except: Part on Statutory Right of Way Plan 71204; and Lot 1 Except: Part on Statutory Right of Way Plan 71204 District Lot 403 Group 1 NWD Plan 7720 |
| OCP: | |
| Existing: | Conservation and Urban Residential |
| Proposed: | Conservation and Medium Density Multi-Family |
| Zoning: | |
| Existing: | RS-3 (One Family Rural Residential) |
| Proposed: | RM-4 (Multiple Family Residential) |
| Surrounding Uses: | |
| South: | Use: Residential Zone: RM-1 (Townhouse Residential) RS-3 (One Family Rural Residential) |
| North & East: | Designation: Urban Residential and Conservation Use: Residential and vacant Zone: RM-1 (Townhouse Residential) and RS-3 (One Family Rural Residential) subject to 2015-297-RZ for a single family residential subdivision |
| West: | Designation: Urban Residential and Conservation Use: Vacant Zone: RS-3 (One Family Rural Residential) subject to 2015-297-RZ for a Townhouse and a commercial/Rental Apartment building across Morley Creek Designation: Urban Residential and Conservation proposed Urban Residential, Commercial and Conservation |
| Existing Use of Property: | Vacant |
| Proposed Use of Property: | Townhouse |
| Site Area: | 1.125 HA. (2.8 acres) |
| Access: | Lougheed Highway (restricted right in and right out) |
| Servicing requirement: | Urban Standard |

b) Site Characteristics:

The site consists of two lots forming a triangle-shaped development site with a total of 0.125 HA (2.8 acres) before road and park dedication. The portion of the site closest to Lougheed Highway is developable, but much of the western portion has significant slopes in the vicinity of Morley Creek. The site generally flat and sloping gently southwards, except for steep slopes along the west and a ponding area along a short portion of the Lougheed Highway in the north. The site contains trees many of which are in the environmentally sensitive area proposed to be conserved. A tree management plan will be required.

c) Project Description:

The proposal is for approximately 32 townhouses in six (6) buildings. Each of the units will have 2 tandem parking spaces. The units facing Loughheed Highway will be designed to front on the highway and front yards with pedestrian access to the sidewalk along Loughheed Highway. A narrow band of bio-swailes and bio-filtration ponds, integrated with site landscaping, will run north-south behind the western townhouses. About five (5) visitor parking spaces and a central mail kiosk are proposed. Vehicle access will be right turn in and right turn out on Loughheed Highway.

At this time the current application has been assessed to determine its compliance with the Official Community Plan (OCP) and provide a land use assessment only. Detailed review and comments will need to be made once full application packages have been received. A more detailed analysis and a further report will be required prior to Second Reading. Such assessment may impact proposed lot boundaries and yields, OCP designations and Bylaw particulars, and may require application for further development permits.

d) Planning Analysis:

Official Community Plan:

For the proposed development an OCP amendment will be required to reflect ground-truthing for the Conservation designation boundary. The existing Urban Residential designation accommodates the proposed development and the proposed RM-4 (Multiple Family Residential) zoning.

Policy 3-18 in the OCP categorises residential development as having either Neighbourhood Residential Character or Major Corridor Residential Character. This site is located on Loughheed Highway, which is a Major Transportation Corridor. Consequently, the project's character is subject to the latter of the two categories in accordance with Policies 3-19, 3-20 and 3-21 respecting Major Corridor Residential Infill. The main applicable aspects of these policies include:

- *Neighbourhood Residential infill must be designed to be compatible with the surrounding neighbourhood*

The subject site abuts an older townhouse development to the south and across Loughheed Highway. Also across Loughheed Highway and to the northeast a single residential subdivision by Polygon / Morningstar (2015-0269-RZ) at the rezoning stage. Across a ravine and creek system to the west is the remainder of the Polygon site, where additional townhousing and a small commercial mixed use building is proposed.

Among the criteria are:

- *A maximum height of two and one-half storeys with an emphasis on ground oriented units* – Though still in the conceptual stage, the units will be ground oriented and be either 2 ½ or 3 storeys in height.
- *Compatibility between building massing and the type of dwelling units in the proposed development and the surrounding residential properties* - The proposed use of the subject site, though somewhat isolated by the ravine and Loughheed Highway, is contextually compatible with the surrounding existing or proposed uses.
- *Street orientation* – The units on Loughheed Highway will be required to have a front yard and pedestrian access from each townhouse to the sidewalk along Loughheed Highway. This would be similar to the design of the closest RM-4 zoned development along the Loughheed Highway but addressed off Telosky Avenue (22865 Telosky Avenue) located a

short distance to the north and across from Telosky Stadium. Compliance with the criteria will be secured through Development Permit approval later in the application review process.

- *Retention and preservation of significant trees, other natural vegetation, and environmental features* – This criteria is being achieved through: trees being retained in the ravine being dedicated for conservation, the way the townhouse buildings closest to the ravine are proposed to be arranged and the bio-filtration area proposed to be located as a buffer between the townhouse buildings and conservation area.

Citywide Community Amenity Program:

The City-wide Community Amenity (CAC) Program approved by Council on March 14, 2016 and amended on December 14, 2017, applies to this project. A voluntary contribution of \$4,100 per townhouse unit totalling \$131,300 is required for this project before final reading.

Zoning Bylaw:

The current application proposes to rezone the properties located at 23084 and 23100 Loughheed Highway from RS-3 (One Family Rural Residential) to RM-4 (Multiple Family Residential) to permit approximately 32 townhouses. Any variations from the requirements of the proposed zone will require a Development Variance Permit application.

The subject site is constrained by the steep slope and watercourse along the western part of the subject site. Though further details will be required to more fully assess this project, the developer has responded by:

- The RM-1 townhouse zone allows a density (FSR) of 0.6, which does not work due to site constraints for this project. A more focused development density is possible through the 0.75 FSR permitted by RM-4. This would be consistent with the existing zoning of a property further north facing Loughheed Highway and addressed off Telosky Avenue (22865 Telosky Avenue).
- 100% tandem parking in garages is proposed. The two required parking spaces for each of the 32 units are proposed to be tandem. In the past, Council has been concerned with townhouse projects proposing only tandem parking arrangements and the resulting potential for overflow parking to a street.

The customary practice when considering tandem parking has been that not more than 70% of spaces be tandem. The impact of accommodating 30% double garages would result in a density decrease from the proposed 32 units and the developer is opposed to this. An apron is also been designed in front of each tandem garages in the past. For the most part, there are no aprons shown in the conceptual layout.

Compared to nearby townhouse sites, parking is as follows:

- the Polygon townhouses under rezoning application 2015-297-RZ propose no units with tandem parking;
- the closest RM-4 zoned development facing Loughheed Highway and addressed off Telosky Avenue (22865 Telosky Avenue) is all side by side parking;
- the townhouse development across the street has a single garage and single driveway parking space directly behind; and
- the Townhouse to the south is all side by side parking.

The triangular shape of the development site and the difficult environmental constraints posed by the site are the main reasons for the applicant asking for 100% tandem parking in garages and for not having aprons between the parking garage and drive aisles. Council is requested to indicate their desire about whether or not the proposed parking is acceptable. A change to allowing 100% tandem parking and no aprons may set a precedent for reducing the quality of life in similar townhouse development in the future. The inclusion of side by side car parking garages would likely require reconfiguration of the layout and a reduction in the number of units or the floor area of some of the units by the applicant.

In addition, the applicant will be seeking variances for height and setbacks as follows:

- Setback variances are being proposed, in part to safeguard tree or root systems and accommodate geotechnical requirements. The variances tentatively include: yet unspecified front relaxations, units closest to the future west lot line from 7.5 to a combination of 6.0, 1.6 and 1.5 depending on the proximity of the units to the western bio-wale.
- A height variance is being proposed to allow the main floor to have a 10 foot ceiling height. The variance is to increase the maximum permitted building height from 11.0 metres to 11.7 metres.

Given that the applicant is seeking the higher density afforded by the RM-4 over the RM-1 zone for townhouse development, variances that will result in a more intensive development look than for the surrounding existing or proposed townhouse projects and strata units with 100% tandem parking, Council may desire that the developer provide some affordable units and adaptive units as justification for supporting these three aspects of the project and its design.

Development Permits:

Pursuant to Section 8.7 of the OCP, a Multi-Family Development Permit application is required to ensure the current proposal enhances existing neighbourhoods with compatible housing styles that meet diverse needs, and minimize potential conflicts with neighbouring land uses.

The design is to incorporate elevations facing Lougheed Highway that create an attractive streetscape and front yards with strong pedestrian environments for each townhouse. The development permit landscaping plan is to integrate the proposed storm water management plan.

Pursuant to Section 8.9 of the OCP, a Watercourse Protection Development Permit application is required to ensure the preservation, protection, restoration and enhancement of watercourse and riparian areas.

Pursuant to Section 8.10 of the OCP, a Natural Features Development Permit application is required for all development and subdivision activity or building permits for:

- All areas designated Conservation on Schedule “B” or all areas within 50 metres of an area designated Conservation on Schedule “B”, or on Figures 2, 3 and 4 in the Silver Valley Area Plan;
- All lands with an average natural slope of greater than 15 %;
- All floodplain areas and forest lands identified on Natural Features Schedule “C”

to ensure the preservation, protection, restoration and enhancement of the natural environment and for development that is protected from hazardous conditions.

The Watercourse Protection and the Natural Features Development Permit will be issued as a single permit.

Advisory Design Panel:

A Multi-Family Development Permit is required and must be reviewed by the Advisory Design Panel prior to Second Reading.

Development Information Meeting:

A Development Information Meeting is required for this application. Prior to Second Reading the applicant is required to host a Development Information Meeting in accordance with Council Policy 6.20.

e) Interdepartmental Implications:

In order to advance the current application, after First Reading, comments and input, will be sought from the various internal departments and external agencies listed below:

- a) Engineering Department;
- b) Operations Department;
- c) Fire Department;
- d) Building Department;
- e) Parks Department;
- f) School District;
- g) Utility companies;
- h) Ministry of Transportation and Infrastructure;
- i) Fisheries & Oceans Canada;
- j) Ministry of Environment; and
- k) Canada Post.

The above list is intended to be indicative only and it may become necessary, as the application progresses, to liaise with agencies and/or departments not listed above.

This application has not been forwarded to the Engineering Department for comments at this time; therefore, an evaluation of servicing requirements has not been undertaken. We anticipate that this evaluation will take place between First and Second Reading.

f) Early and Ongoing Consultation:

In respect of Section 475 of the *Local Government Act* for consultation during an Official Community Plan amendment, it is recommended that no additional consultation is required beyond the early posting of the proposed OCP amendments on the City's website, together with an invitation to the public to comment.

g) Development Applications:

In order for this application to proceed the following information must be provided, as required by Development Procedures Bylaw No. 5879-1999 as amended:

1. An OCP Application (Schedule A);
2. A complete Rezoning Application (Schedule C);
3. A Multi-Family Residential Development Permit Application (Schedule D);
4. A Development Variance Permit (Schedule E);
5. A Watercourse Protection Development Permit Application (Schedule F); and
6. A Natural Features Development Permit Application (Schedule G);

In addition, the full submission is to include: details about stormwater management and its integration into the development permit landscaping plans; to develop a design with elevations to Lougheed Highway that create an attractive streetscape and front yards with strong pedestrian environments for each townhouse; and addressing any comments from Council respecting affordable housing, adoptive housing and tandem parking.

The above list is intended to be indicative only, other applications may be necessary as the assessment of the proposal progresses.

CONCLUSION:

Subject to ground-truthing for the Conservation designation, apart from the 100% tandem parking arrangement to be decided by Council, the development proposal is in compliance with the OCP. Therefore, it is recommended that Council grant First Reading subject to additional information as outlined in Section g) above being provided and assessed prior to Second Reading.

"Original signed by Adrian Kopystynski"

Prepared by: Adrian Kopystynski MCIP, RPP, MCAHP
Planner

"Original signed by Christine Carter"

Approved by: Christine Carter, M.PL, MCIP, RPP
Director of Planning

"Original signed by Frank Quinn"

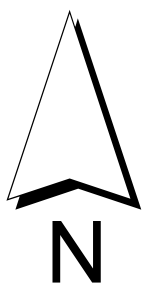
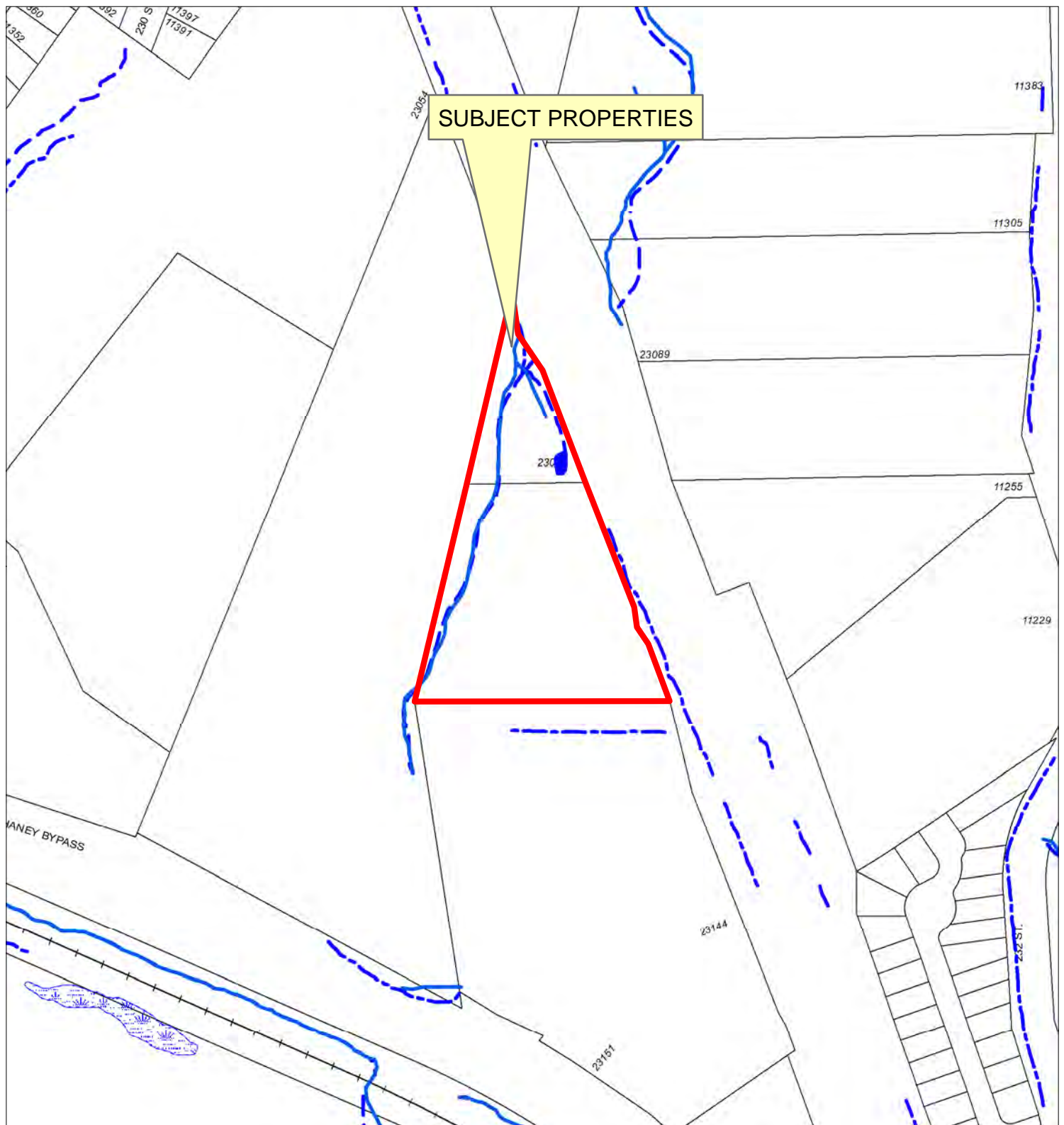
Approved by: Frank Quinn, MBA, P. Eng
GM: Public Works & Development Services

"Original signed by Frank Quinn" for

Concurrence: Paul Gill, CPA, CGA
Chief Administrative Officer

The following appendices are attached hereto:

Appendix A – Subject Map
Appendix B – Ortho Map
Appendix C – Zone Amending Bylaw No. 7442-2018
Appendix D – Proposed Site Plan



Scale: 1:2,500

Legend

- Stream
- - - Indefinite Creek
- River
- Major Rivers & Lakes

23084/23100 Lougheed Highway

PLANNING DEPARTMENT



MAPLE RIDGE

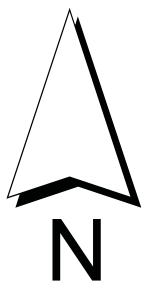
British Columbia

mapleridge.ca

2017-390-RZ

DATE: Sep 8, 2017

BY: JV



Scale: 1:2,500

Legend

- Stream
- - - Indefinite Creek
- River
- Major Rivers & Lakes

23084/23100 Lougheed Highway



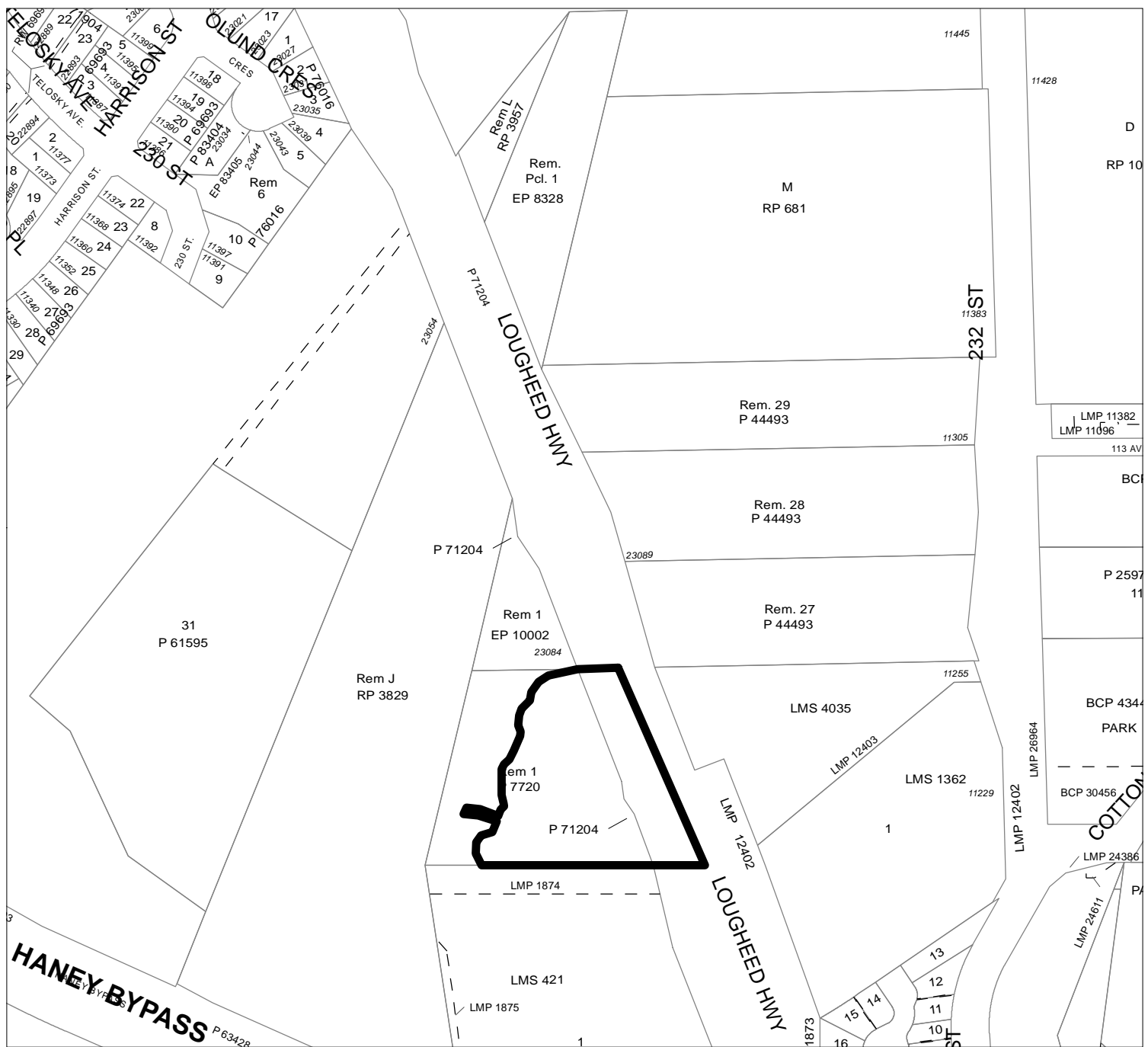
2017-390-RZ
DATE: Sep 8, 2017

BY: JV

**CITY OF MAPLE RIDGE
BYLAW NO. 7442-2018**

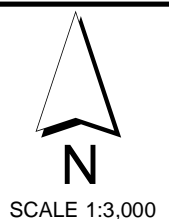
WHEREAS, it is deemed expedient to amend Maple Ridge Zoning Bylaw No. 3510 - 1985 as amended;

CORPORATE OFFICER



MAPLE RIDGE ZONE AMENDING

Bylaw No. 7442-2018
Map No. 1753
From: RS-3 (One Family Rural Residential)
To: RM-4 (Multiple Family Residential)



APPENDIX D

PROJECT STATISTICS:

ADDRESS: 23100, 23084 LOUGHEED HWY

GROSS LOT SIZE = ~121,021 SF (2.78 ACRES)
NET LOT SIZE = 61,515 SF (1.25 ACRES)

NUMBER OF UNITS = 10 UNIT A & 22 UNIT B = 32
UNIT A: 8x5 x 7 @ 1,400 SF NET = 14,000 SF
UNIT B: TANDEM x 22 @ 1,390 SF NET = 30,580 SF
(garage not included)

TOTAL NET BUILDABLE AREA = 44,580 SF
MAX. ALLOWABLE DENSITY = 0.75 FSR
GROSS DENSITY = 0.37 FSR
NET DENSITY = 0.72 FSR

OUTDOOR AMENITY SPACE REQUIRED - 86 SF/UNIT
32 UNITS * 86 SF/UNIT = 2,752 SF
OUTDOOR AMENITY PROVIDED = 6,413 SF

REQUIRED PARKING:

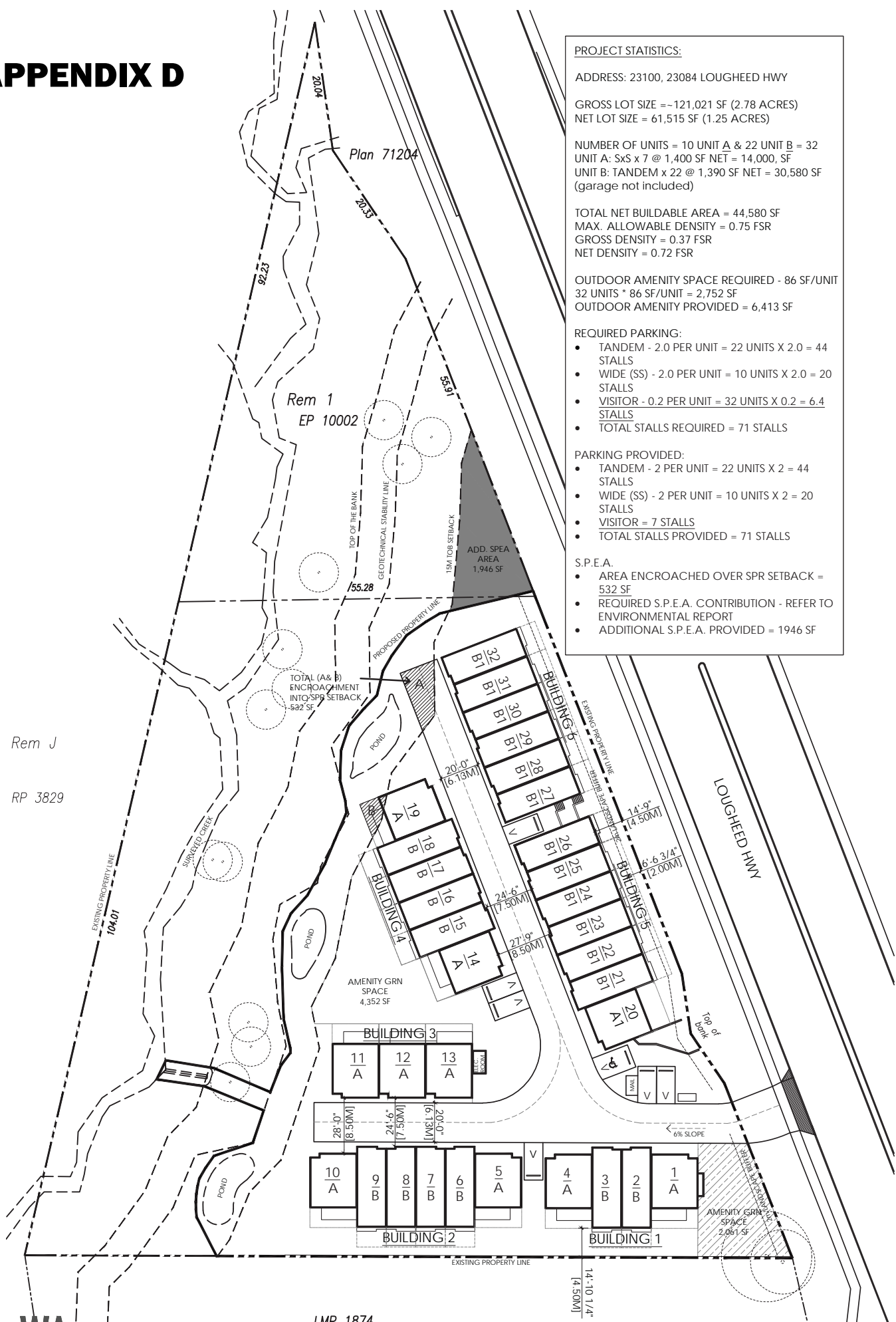
- TANDEM - 2.0 PER UNIT = 22 UNITS X 2.0 = 44 STALLS
- WIDE (SS) - 2.0 PER UNIT = 10 UNITS X 2.0 = 20 STALLS
- VISITOR - 0.2 PER UNIT = 32 UNITS X 0.2 = 6.4 STALLS
- TOTAL STALLS REQUIRED = 71 STALLS

PARKING PROVIDED:

- TANDEM - 2 PER UNIT = 22 UNITS X 2 = 44 STALLS
- WIDE (SS) - 2 PER UNIT = 10 UNITS X 2 = 20 STALLS
- VISITOR = 7 STALLS
- TOTAL STALLS PROVIDED = 71 STALLS

S.P.E.A.

- AREA ENCROACHED OVER SPR SETBACK = 532 SF
- REQUIRED S.P.E.A. CONTRIBUTION - REFER TO ENVIRONMENTAL REPORT
- ADDITIONAL S.P.E.A. PROVIDED = 1946 SF



Rem J

RP 3829



City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: First Reading
Zone Amending Bylaw No. 7398-2017
20234 Lorne Avenue

MEETING DATE: February 27, 2018
FILE NO: 2017-432-RZ
MEETING: Council

EXECUTIVE SUMMARY:

An application has been received to rezone the subject property, located at 20234 Lorne Avenue, from RS-1 (One Family Urban Residential) to RM-1 (Townhouse Residential) to allow for the future development of approximately five townhouse units. Pursuant to Council Policy 6.31, this application is subject to the Community Amenity Contribution charge of approximately \$20,500.00 (\$4,100.00 per townhouse dwelling unit). To proceed further with this application additional information is required as outlined below.

RECOMMENDATIONS:

1. That Zone Amending Bylaw No. 7398-2017 be given first reading; and
2. That the applicant provide further information as described on Schedules C, D, and E of the Development Procedures Bylaw No. 5879-1999.

DISCUSSION:

a) Background Context:

| | | | |
|--------------------|--|--------------------------------------|--|
| Applicant: | A. Paskovic, Aplin & Martin Consultants Ltd. | | |
| Legal Description: | Lot "0", District Lots 280 and 281, Group 1, New Westminster District Plan 20003 | | |
| OCP: | | | |
| Existing: | Low Density Multi-Family | | |
| Proposed: | Low Density Multi-Family | | |
| Zoning: | | | |
| Existing: | RS-1 (One Family Urban Residential) | | |
| Proposed: | RM-1 (Townhouse Residential) | | |
| Surrounding Uses: | | | |
| North: | Use: | Single Family Residential and Vacant | |
| | Zone: | RS-1 (One Family Urban Residential) | |
| | Designation: | Low Density Multi-Family | |
| South: | Use: | Single Family Residential | |
| | Zone: | RS-1 (One Family Urban Residential) | |
| | Designation: | Low Density Multi-Family | |

| | | |
|---------------------------|--------------|-------------------------------------|
| East: | Use: | Single Family Residential |
| | Zone: | RS-1 (One Family Urban Residential) |
| | Designation: | Low Density Multi-Family |
| West: | Use: | Single Family Residential |
| | Zone: | RS-1 (One Family Urban Residential) |
| | Designation: | Low Density Multi-Family |
| | | |
| Existing Use of Property: | | Single Family Residential |
| Proposed Use of Property: | | Townhouses |
| Site Area: | | 0.11 ha (0.3 acres) |
| Access: | | Lorne Avenue |
| Servicing requirement: | | Urban Standard |

b) Site Characteristics:

The subject property, located at 20234 Lorne Avenue, is located south of the intersection of Lorne Avenue and Princess Street. There is a single family dwelling on the property which would be removed to facilitate the proposed townhouse development. The subject property is relatively flat, with some trees located along the property lines (see Appendices A and B).

c) Project Description:

The applicant is proposing to rezone the subject property from RS-1 (One Family Urban Residential) to RM-1 (Townhouse Residential) to allow for the future development of approximately five townhouse units.

At this time the current application has been assessed to determine its compliance with the Official Community Plan (OCP) and provide a land use assessment only. Detailed review and comments will need to be made once full application packages have been received. A more detailed analysis and a further report will be required prior to second reading. Such assessment may impact proposed lot boundaries and yields, OCP designations and Bylaw particulars, and may require application for further development permits.

d) Planning Analysis:

Official Community Plan:

The subject property is located within the Lower Hammond Precinct of the Hammond Area Plan and is currently designated *Low Density Multi-Family*. The *Low Density Multi-Family* designation permits townhouse, fourplex and courtyard development forms. The intent of this designation is to encourage an increase in density and expand the residential form. Consideration of Hammond's existing neighbourhood character, including historic building elements and attractive garden spaces is an important aspect of this designation. The proposed zone is supported by the land use designation in the Hammond Area Plan.

Zoning Bylaw:

The current application proposes to rezone the subject property from RS-1 (One Family Urban Residential) to RM-1 (Townhouse Residential) (see Appendix C) to permit approximately five townhouse units (see Appendix D). The minimum lot size for the current RS-1 (One Family Urban Residential) zone is 668 m² (7,190 ft²), and the minimum lot size for the proposed RM-1 (Townhouse Residential) zone is 557 m² (5,996 ft²).

The applicant is proposing variances to front, rear and side yard setbacks and useable open space requirements which may not be supportable. However, this report is dealing primarily with the land use question of having townhouses at this location. A more detailed review will be required to determine if these variances will be supported and if the five units are achievable. This application represents the first proposal to increase residential densities and thus must be done in a sensitive manner in keeping with the Hammond Area Plan and its Development Permit Guidelines. Careful review of the proposal and its form is required after first reading. Variations from the requirements of the proposed zone will require a Development Variance Permit application.

Development Permits:

Pursuant to Section 8.13 of the OCP, a Hammond Development Permit Area application is required for this project.

Advisory Design Panel:

A Hammond Development Permit is required and must be reviewed by the Advisory Design Panel prior to second reading.

Development Information Meeting:

A Development Information Meeting is required for this application. Prior to second reading the applicant is required to host a Development Information Meeting in accordance with Council Policy 6.20.

e) Interdepartmental Implications:

In order to advance the current application, after first reading, comments and input, will be sought from the various internal departments and external agencies listed below:

- a) Engineering Department;
- b) Operations Department;
- c) Fire Department;
- d) Building Department; and
- e) Canada Post.

The above list is intended to be indicative only and it may become necessary, as the application progresses, to liaise with agencies and/or departments not listed above.

This application has not been forwarded to the Engineering Department for comments at this time; therefore, an evaluation of servicing requirements has not been undertaken. We anticipate that this evaluation will take place between first and second reading.

f) Development Applications:

In order for this application to proceed the following information must be provided, as required by Development Procedures Bylaw No. 5879-1999 as amended:

1. A complete Rezoning Application (Schedule C);
2. A Hammond Area Development Permit Application (Schedule D); and
3. A Development Variance Permit (Schedule E).

The above list is intended to be indicative only, other applications may be necessary as the assessment of the proposal progresses.

CONCLUSION:

The development proposal is in compliance with the Hammond Area Plan of the OCP from a land use perspective, therefore, it is recommended that Council grant first reading subject to additional information being provided and assessed prior to second reading. Further review is required from a form and character perspective to ensure the project conforms to the Development Permit Guidelines for the area, and that variances are minimized.

“Original signed by Michelle Baski”

Prepared by: Michelle Baski, ASCT, MA
Planner 2

“Original signed by Christine Carter”

Approved by: Christine Carter, M.PL, MCIP, RPP
Director of Planning

“Original signed by Frank Quinn”

Approved by: Frank Quinn, MBA, P. Eng
GM: Public Works & Development Services

“Original signed by Frank Quinn” for

Concurrence: Paul Gill, CPA, CGA
Chief Administrative Officer

The following appendices are attached hereto:

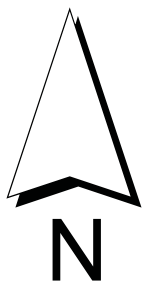
Appendix A – Subject Map

Appendix B – Ortho Map

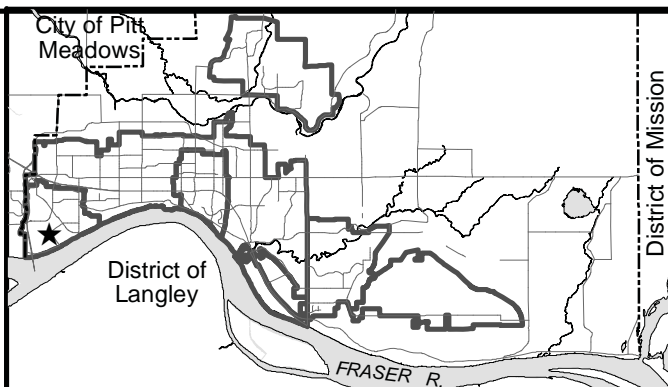
Appendix C – Zone Amending Bylaw No. 7398-2017

Appendix D – Proposed Site Plan

APPENDIX A



Scale: 1:2,000



20234 LORNE AVENUE

PLANNING DEPARTMENT



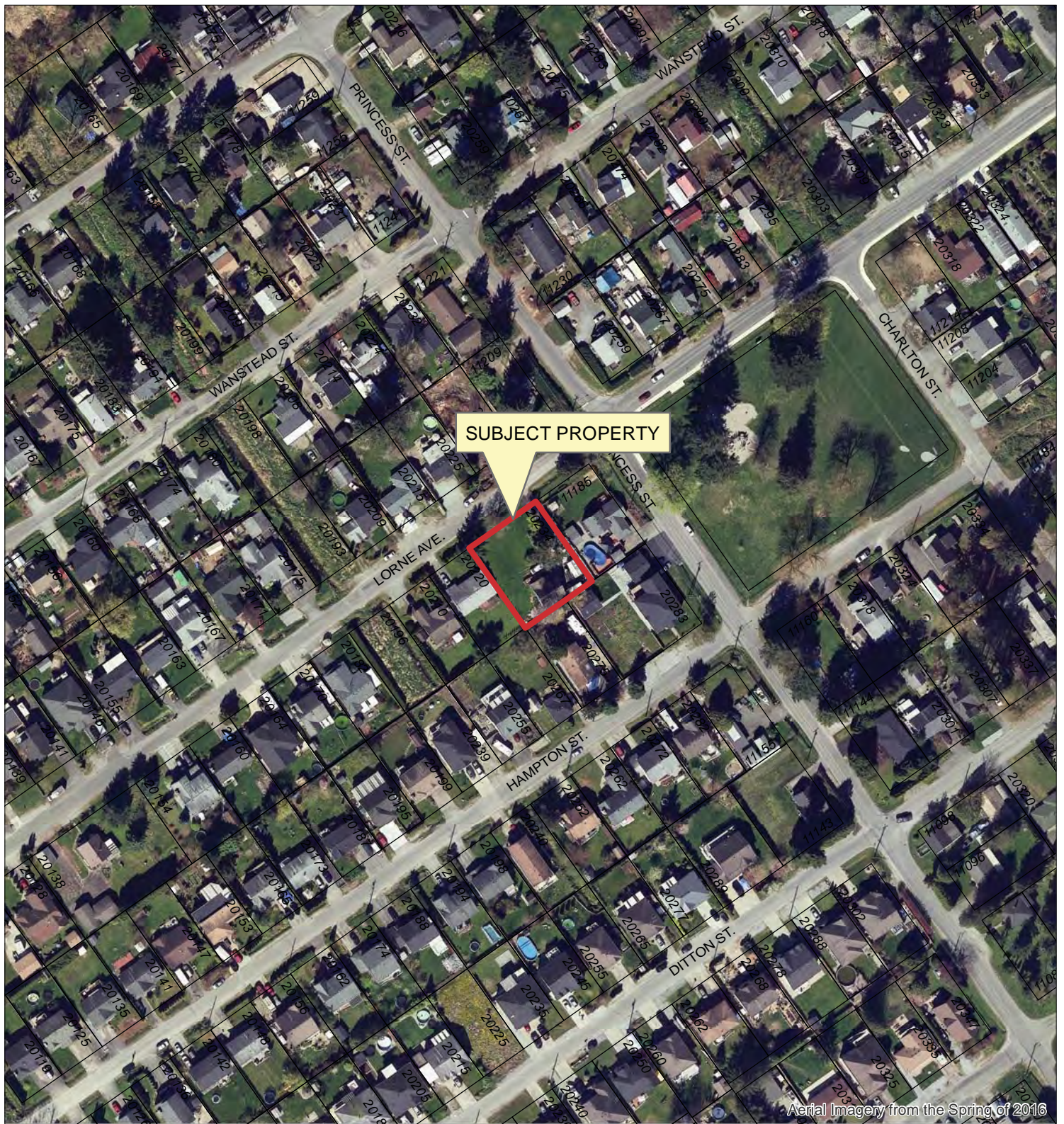
MAPLE RIDGE

British Columbia

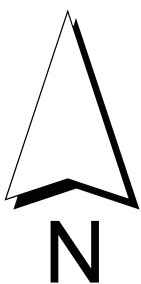
mapleridge.ca

FILE: 2017-432-RZ
DATE: Sep 28, 2017

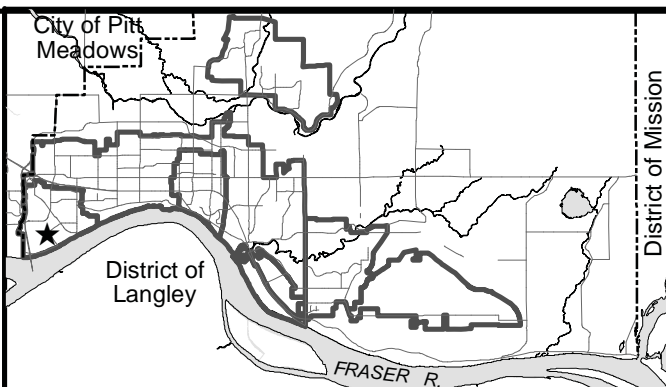
BY: PC



Aerial Imagery from the Spring of 2016



Scale: 1:2,000



20234 LORNE AVENUE

PLANNING DEPARTMENT



mapleridge.ca

FILE: 2017-432-RZ
DATE: Sep 28, 2017

BY: PC

APPENDIX C

**CITY OF MAPLE RIDGE
BYLAW NO. 7398-2017**

A Bylaw to amend Map "A" forming part of Zoning Bylaw No. 3510 - 1985 as amended

WHEREAS, it is deemed expedient to amend Maple Ridge Zoning Bylaw No. 3510 - 1985 as amended;

NOW THEREFORE, the Municipal Council of the City of Maple Ridge enacts as follows:

1. This Bylaw may be cited as "Maple Ridge Zone Amending Bylaw No. 7398-2017."
2. That parcel or tract of land and premises known and described as:

Lot "0" District Lots 280 and 281 Group 1 New Westminster District Plan 20003

and outlined in heavy black line on Map No. 1735 a copy of which is attached hereto and forms part of this Bylaw, is/are hereby rezoned to RM-1 (TownhouseResidential).

3. Maple Ridge Zoning Bylaw No. 3510 - 1985 as amended and Map "A" attached thereto are hereby amended accordingly.

READ a first time the _____ day of _____, 20_____

READ a second time the _____ day of _____, 20_____

PUBLIC HEARING held the day of , 20

READ a third time the _____ day of _____, 20_____

ADOPTED, the day of , 20

PRESIDING MEMBER

CORPORATE OFFICER



MAPLE RIDGE ZONE AMENDING

Bylaw No. 7398-2017

Map No. 1735

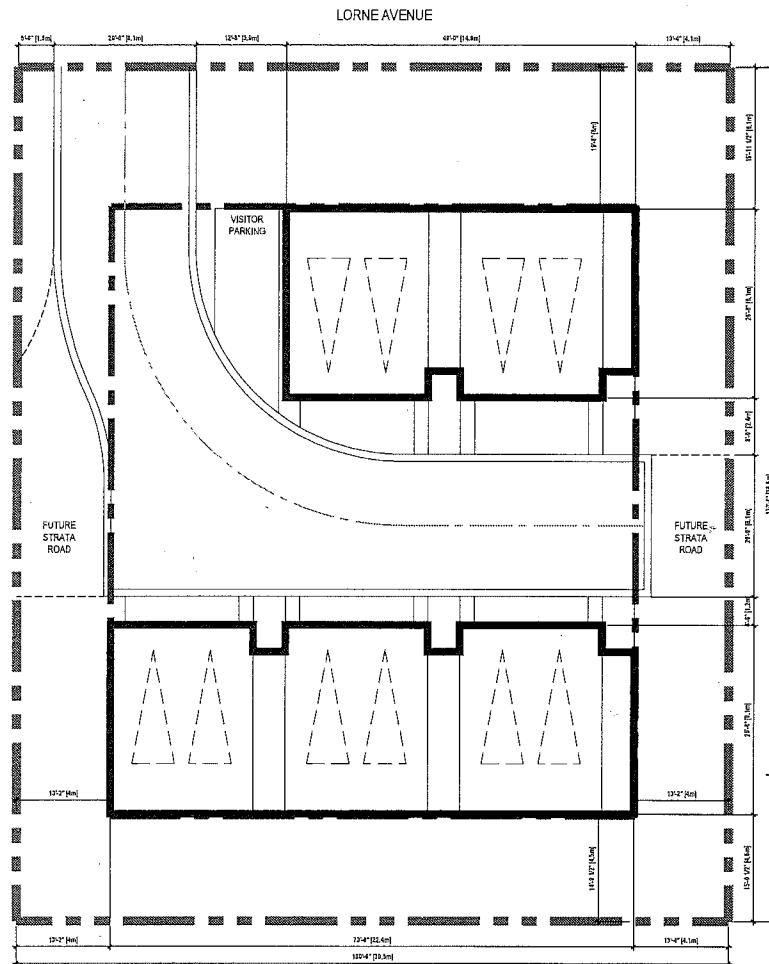
From: RS-1 (One Family Urban Residential)

To: RM-1 (Townhouse Residential)



SCALE 1:2,000

APPENDIX D



ZONING INFORMATION

PROPERTY INFORMATION

ADDRESS: 3534 LORNE AVE, MAPLE RIDGE, BC
 LEGAL DESCRIPTION: L1'S NMC, PLANNEDSD
 PID: 010-048-180

ZONING INFORMATION

EXISTING ZONING: R5-1 ONE FAMILY URBAN RESIDENTIAL
 PROPOSED ZONING: R5-1 TOWNHOUSE RESIDENTIAL DISTRICT
 DCP: LDMF-1 LOW DENSITY MULTIFAMILY
RETRACTIVE: REQUIRED: PROPOSED:
 FRONT YARD (NORTH): 7.5m (24'4") 8.3m (27'4")
 REAR YARD (SOUTH): 7.5M (24'4") 4.3m (14'4")
 SIDE YARD (EAST): 4.5m (14'4") 4.3m (13'2")
 SIDE YARD (WEST): 4.5m (14'4") 4.5m (13'2")

CALCULATIONS & STATISTICS:

GROSS SITE AREA: 1,114.8 sq.m / 12,691 sq.ft. (3.21 ha)
 NET SITE AREA: 1,114.8 sq.m / 12,691 sq.ft. (3.21 ha)
 TOTAL BUILT-UP AREA:
 TOTAL FLOOR AREA:
 ALLOWABLE SITE COVERAGE:
 PROPOSED SITE COVERAGE:
 ALLOWABLE FAR:
 PROPOSED FAR:

LIMITS:

TOTAL # OF UNITS: 5 (25% BY-DEED)
 EFFICIENCY: 18.2 sq.ft. / 44.9 sq.ft.

OUTDOOR AMENITY

REQUIRED AREA: 3 UNITS X 5 sq.m. = 15 sq.m.
 PROPOSED AREA:

VISITOR PARKING

REQUIRED SPACES: 1 SPACE / 5 DWELLING UNITS
 5 UNITS / 5 = 1 SPACES
 SPACES PROVIDED: 1 SPACE

| REV | DATE | DESCRIPTION | DR | RV |
|-----|------|-------------|----|----|
|-----|------|-------------|----|----|

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TOWNHOUSE DEVELOPMENT

20224 LORNE AVENUE,
MAPLE RIDGE, BC

SITE PLAN

| | |
|-----------------------|-----------------------|
| SCALE 1/8" = 1'-0" | REVISION |
| DRAWING NO. A1.1 | PROJECT NO. 17-766 |

City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: First Reading
Zone Amending Bylaw No. 7431-2018
13616 and 13660 232 Street

MEETING DATE: February 27, 2018
FILE NO: 2017-473-RZ
MEETING: Council

EXECUTIVE SUMMARY:

An application has been received to rezone the subject properties, located at 13616 and 13660 232 Street, from RS-3 (One Family Rural Residential) to RST-SV (Street Townhouse-Silver Valley), R-3 (Special Amenity Residential District), R-1 (Residential District), and RS-1 (One Family Urban Residential), for the future development of approximately ten street townhouse units and approximately thirteen single family lots.

An Official Community Plan amendment is required to accommodate the development. The amendments are supportable as they do not result in an increase in density, they create a better situated *Open Space* area, and the changes reflect the subdivision pattern in the area.

To proceed further with this application additional information is required as outlined below. Pursuant to Council Policy 6.31, this application is subject to the Community Amenity Contribution charge of approximately \$107,300.00 (13 times \$5,100 per single family lot and 10 times \$4,100.00 per townhouse dwelling unit).

RECOMMENDATIONS:

1. In respect of Section 475 of the *Local Government Act*, requirement for consultation during the development or amendment of an Official Community Plan, Council must consider whether consultation is required with specifically:
 - i. The Board of the Regional District in which the area covered by the plan is located, in the case of a Municipal Official Community Plan;
 - ii. The Board of any Regional District that is adjacent to the area covered by the plan;
 - iii. The Council of any municipality that is adjacent to the area covered by the plan;
 - iv. First Nations;
 - v. Boards of Education, Greater Boards and Improvements District Boards; and
 - vi. The Provincial and Federal Governments and their agencies.

and in that regard it is recommended that no additional consultation be required in respect of this matter beyond the early posting of the proposed Official Community Plan amendments on the City's website, together with an invitation to the public to comment, and;

2. That Zone Amending Bylaw No. 7431-2018 be given first reading; and

3. That the applicant provide further information as described on Schedules A through G and J of the Development Procedures Bylaw No. 5879–1999, along with the information required for an Intensive Residential Development Permit and a Subdivision application.

DISCUSSION:

a) Background Context:

| | | | |
|-----------------------------|---|--|---|
| Applicant: | A. Paskovic, Aplin & Martin Consultants Ltd. | | |
| Legal Descriptions: | South Part Lot 9, Except: Parcel “A” (Reference Plan 10274), Block “A” Section 33, Township 12, New Westminster District Plan 2409, Being All That Portion of Said Lot Lying to the South of a Straight Line Drawn Parallel to and Perpendicularly Distant 200 Feet South from the North Boundary; and Parcel “A” (Reference Plan 10274) South Part Lot 9, Block “A” Section 33, Township 12, New Westminster District Plan 2409 | | |
| OCP: | | | |
| | Existing: | Low Density Urban, Medium Density Residential, Eco Clusters, Open Space and Conservation | |
| | Proposed: | Low Density Urban, Medium Density Residential, Medium/High Density Residential, Open Space and Conservation | |
| Zoning: | | | |
| | Existing: | RS-3 (One Family Rural Residential) | |
| | Proposed: | RST-SV (Street Townhouse - Silver Valley), R-3 (Special Amenity Residential District), R-1 (Residential District), and RS-1 (One Family Urban Residential) | |
| Surrounding Uses: | | | |
| | North: | Use: | Conservation and Neighbourhood Park |
| | | Zone: | RS-3 (One Family Rural Residential) and P-1 (Park and School) |
| | | Designation: | Conservation and Neighbourhood Park |
| | South: | Use: | Single Family Residential (under application 2011-107-RZ) |
| | | Zone: | RS-3 (One Family Rural Residential) |
| | | Designation: | Eco Clusters, Open Space, and Conservation |
| | East: | Use: | North Alouette River, vacant |
| | | Zone: | RS-3 (One Family Rural Residential) |
| | | Designation: | Low Density Urban and Conservation |
| | West: | Use: | Single Family Residential (under application 2016-055-RZ) |
| | | Zone: | A-2 (Upland Agricultural) |
| | | Designation: | Medium/High Density Residential, Conservation, and Civic |
| Existing Use of Properties: | Vacant and Single Family Residential | | |
| Proposed Use of Property: | Multi-Family Residential and Single Family Residential | | |
| Site Area: | 2.5 ha (6.2 acres) | | |
| Access: | Future Blaney Road and future Lane from the north | | |
| Servicing requirement: | Urban Standard | | |

b) Site Characteristics:

The subject properties, located at 13616 and 13660 232 Street, are located on the north-east corner of the intersection of 232 Street and the un-constructed 136 Avenue (see Appendices A and B). 13660 232 Street is a vacant triangular property, with a tributary of Cattell Brook that traverses the north-western point of the property. This tributary will be diverted with the development to the north to realign with 232 Street. A reduced watercourse protection wetback will be required along the frontage of both properties.

There is an existing single family dwelling on 13616 232 Street, which is located in the central portion of the property. The eastern half of the property is heavily treed and slopes down toward the North Alouette River. The western half of the property slopes more gradually toward 232 Street. There is an existing pump station located within the un-opened 136 Avenue Right-of Way. This pump station requires upgrading and will eventually take up a larger area within the Right-of Way.

c) Project Description:

The applicant is proposing to rezone and redevelop the properties to allow for approximately ten RST-SV (Street Townhouse - Silver Valley) townhouse units along 232 Street, approximately three R-3 (Special Amenity Residential District) single family lots, approximately seven R-1 (Residential District) single family lots, and approximately three RS-1 (One Family Urban Residential) single family lots, gradually decreasing in density from west to east. This pattern of lot size gradient is reflected in the subdivision pattern of the lands to the north.

At this time the current application has been assessed to determine its compliance with the Official Community Plan (OCP) and provide a land use assessment only. Detailed review and comments will need to be made once full application packages have been received. A more detailed analysis and a further report will be required prior to second reading. Such assessment may impact proposed lot boundaries and yields, OCP designations and Bylaw particulars, and may require application for further development permits.

d) Planning Analysis:

Official Community Plan:

The subject properties are located within the Blaney Hamlet of the Silver Valley Area Plan and are currently designated *Low Density Urban, Medium Density Residential, Eco Clusters, Open Space and Conservation* (see Figure 1). For the proposed development, an OCP amendment will be required to adjust the boundaries to *Low Density Urban, Medium Density Residential, Medium/High Density Residential, Open Space and Conservation* to respect the current pattern of development in the area and better locate the *Open Space* area (see Figure 2).

The current OCP designations for the properties would allow up to 24 units and the proposed development is for approximately 23 units, therefore the OCP amendments do not result in an increase in density from the original area plan. Furthermore, the form of the proposed development is similar to recent development to the north, with street townhouses along 232 Street and single family lots decreasing in density moving east toward the North Alouette River.

There is an amendment to the *Open Space* designated area, to re-locate it to the north-eastern portion of the properties, which is developable and is also proposed to be part of the compensation

requirements for the encroachment into the watercourse protection setback. Details around the compensation requirements will be provided in the second reading report.

Designated *Open Spaces* are intended to be linked by a network of greenways throughout the area plan; however the locations of these *Open Space* designated areas were not ground-truthed when the Silver Valley Area Plan was developed. In this location, it appears as though there was a linkage proposed to the North Alouette River through the un-opened 136 Avenue Right-of-Way, with additional *Open Space* to be provided on the private properties north and south of the Right-of-Way.

The existing pump station located at the intersection of 232 Street and 136 Avenue needs to be expanded, and the western portion of the un-opened 136 Avenue will be used for the new pump station. A horse trail will still be incorporated into the design of the development along the 136 Avenue Right-of-Way, to allow for the connection to the North Alouette River and maintains the intent of the *Open Space* designation.

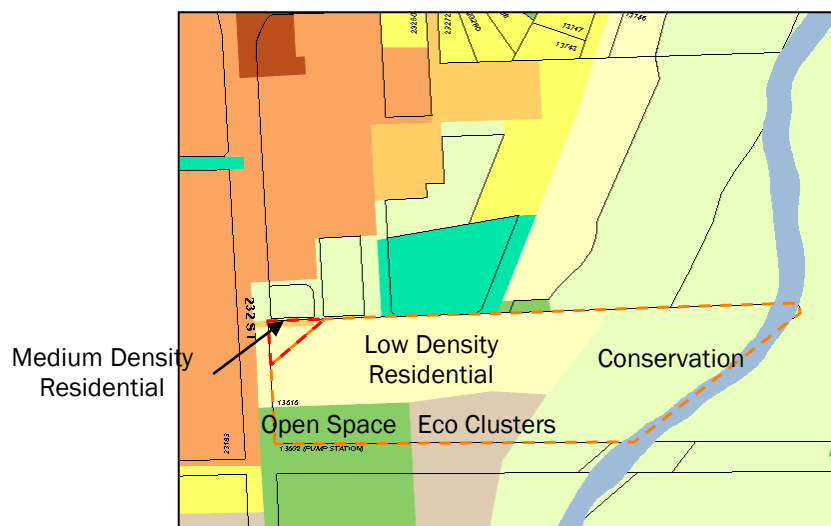


Figure 1 – Silver Valley Blaney Hamlet Current Land Use Designations

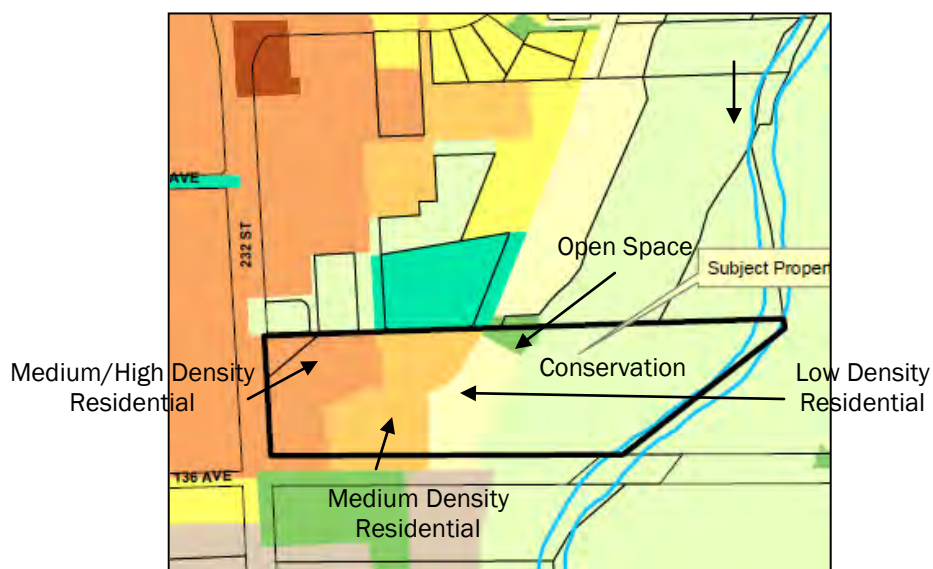


Figure 2 – Proposed Land Use Designations

The proposed OCP amendments are supportable as they create a larger *Open Space* area adjacent to the *Conservation* area, and also maintain the Silver Valley Area Plan as a linkage remains along the un-opened road Right-of-Way.

Zoning Bylaw:

The current application proposes to rezone the subject properties from RS-3 (One Family Rural Residential) to allow approximately ten RST-SV (Street Townhouse-Silver Valley) townhouse units, approximately three R-3 (Special Amenity Residential District) single family lots, approximately seven R-1 (Residential District) single family lots, and approximately three RS-1 (One Family Urban Residential) single family lots (see Appendix C), ranging in size from 281 m² (3,025 ft²) to 789m² (8,493 ft²) (see Appendix D). Variances for lot width, depth and setbacks are being requested and will require a Development Variance Permit application.

Development Permits:

Pursuant to Section 8.7 of the OCP, a Multi-Family Development Permit application is required for the street townhouses to ensure the current proposal enhances existing neighbourhoods with compatible housing styles that meet diverse needs, and minimize potential conflicts with neighbouring land uses.

Pursuant to Section 8.8 of the OCP, an Intensive Residential Development Permit application is required for the R-3 (Special Amenity Residential District) single family lots to ensure the current proposal provides emphasis on high standards in aesthetics and quality of the built environment, while protecting important qualities of the natural environment.

Pursuant to Section 8.9 of the OCP, a Watercourse Protection Development Permit application is required to ensure the preservation, protection, restoration and enhancement of watercourse and riparian areas.

Pursuant to Section 8.10 of the OCP, a Natural Features Development Permit application is required for all development and subdivision activity or building permits for:

- All areas designated Conservation on Schedule “B” or all areas within 50 metres of an area designated Conservation on Schedule “B”, or on Figures 2, 3 and 4 in the Silver Valley Area Plan;
- All lands with an average natural slope of greater than 15 %;
- All floodplain areas and forest lands identified on Natural Features Schedule “C”

to ensure the preservation, protection, restoration and enhancement of the natural environment and for development that is protected from hazardous conditions.

Pursuant to Section 8.12 of the OCP, a Wildfire Development Permit application is required for all development and subdivision activity identified in wildfire risk areas. The purpose of the Wildfire Development Permit is for the protection of life and property in designated areas that could be at risk for wildland fire; and where this risk may be reasonably abated through implementation of appropriate precautionary measures. The subject property is located within the Wildfire Development Permit Area, identified on Map 1 in Section 8.12 of the Official Community Plan. Prior to second reading a Registered Professional Forester’s Report will be required to determine wildfire mitigation requirements.

Advisory Design Panel:

A Multi-Family Development Permit is required and must be reviewed by the Advisory Design Panel prior to second reading.

Development Information Meeting:

A Development Information Meeting is required for this application. Prior to second reading, the applicant is required to host a Development Information Meeting in accordance with Council Policy 6.20.

e) Interdepartmental Implications:

In order to advance the current application, after first reading, comments and input, will be sought from the various internal departments and external agencies listed below:

- a) Engineering Department;
- b) Operations Department;
- c) Fire Department;
- d) Building Department;
- e) Parks Department;
- f) School District;
- g) Fisheries and Oceans Canada;
- h) Ministry of Environment; and
- i) Canada Post.

The above list is intended to be indicative only and it may become necessary, as the application progresses, to liaise with agencies and/or departments not listed above.

This application has not been forwarded to the Engineering Department for comments at this time; therefore, an evaluation of servicing requirements has not been undertaken. We anticipate that this evaluation will take place between first and second reading.

f) Early and Ongoing Consultation:

In respect of Section 475 of the *Local Government Act* for consultation during an Official Community Plan amendment, it is recommended that no additional consultation is required beyond the early posting of the proposed OCP amendments on the City's website, together with an invitation to the public to comment.

g) Development Applications:

In order for this application to proceed, the following information must be provided, as required by *Development Procedures Bylaw No. 5879-1999* as amended:

1. An OCP Application (Schedule A);
2. A complete Rezoning Application (Schedules B and C);
3. A Multi-Family Residential Development Permit Application (Schedule D);
4. A Development Variance Permit (Schedule E);
5. A Watercourse Protection Development Permit Application (Schedule F);
6. A Natural Features Development Permit Application (Schedule G);

7. A Wildfire Development Permit Application (Schedule J);
8. An Intensive Residential Development Permit Application; and
9. A Subdivision Application.

The above list is intended to be indicative only, other applications may be necessary as the assessment of the proposal progresses.

CONCLUSION:

The application is in compliance with the policies of the OCP; however, land-use designations and boundary adjustments are required. Justification has been provided to support the OCP amendments, therefore it is recommended that Council grant first reading subject to additional information being provided and assessed prior to second reading. It is recommended that Council not require any further additional OCP consultation.

The proposed layout has not been reviewed in relation to the relevant bylaws and regulations governing subdivision applications. Any subdivision layout provided is strictly preliminary and must be approved by the Approving Officer.

“Original signed by Michelle Baski”

Prepared by: Michelle Baski, ASCT, MA
Planner 2

“Original signed by Christine Carter”

Approved by: Christine Carter, M.PL, MCIP, RPP
Director of Planning

“Original signed by Frank Quinn”

Approved by: Frank Quinn, MBA, P. Eng.
GM: Public Works & Development Services

“Original signed by Frank Quinn” for

Concurrence: Paul Gill, CPA, CGA
Chief Administrative Officer

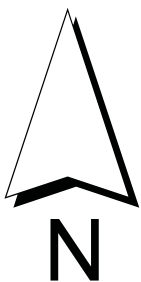
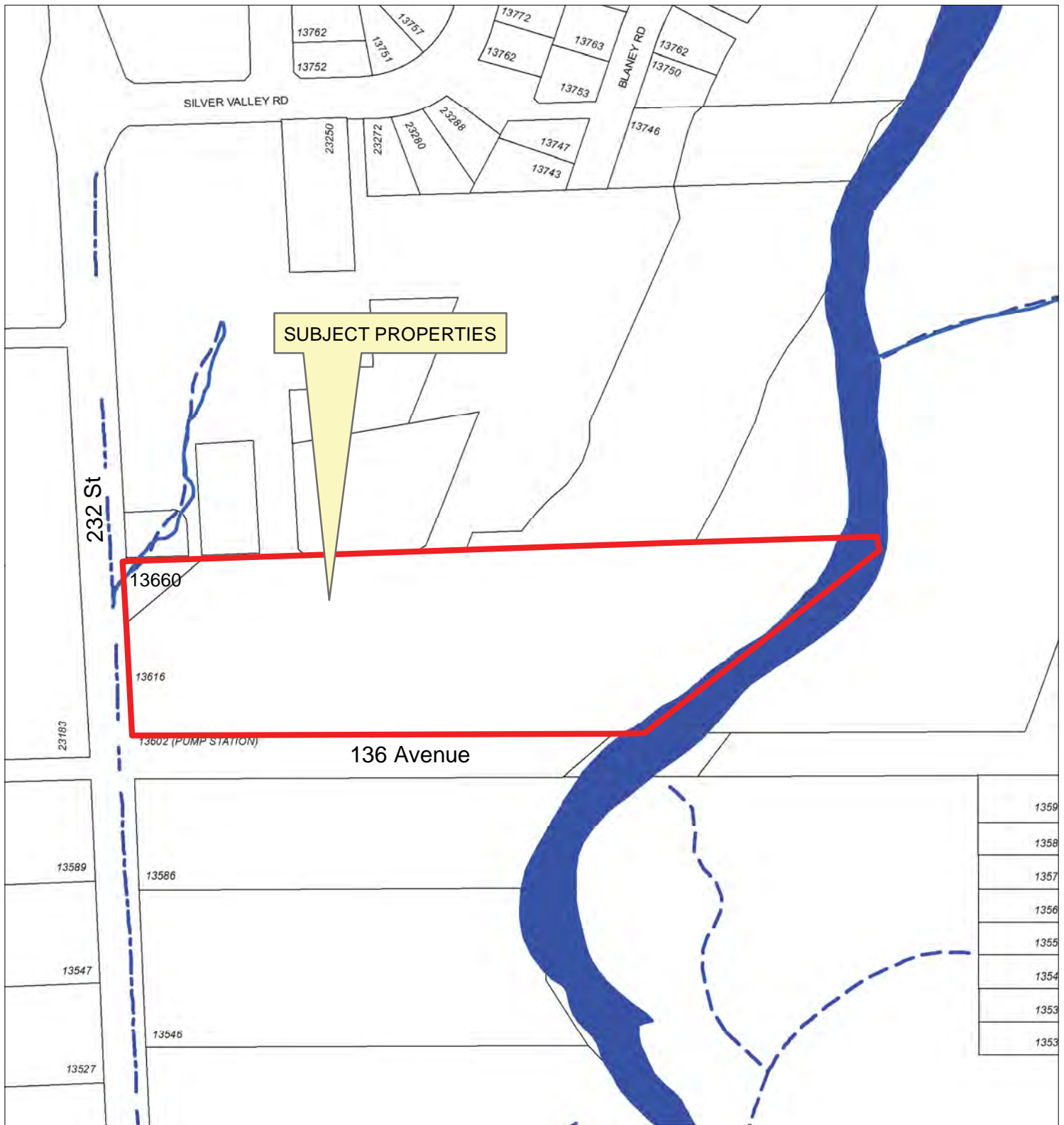
The following appendices are attached hereto:

Appendix A – Subject Map

Appendix B – Ortho Map

Appendix C – Zone Amending Bylaw No. 7431-2018

Appendix D – Proposed Site Plan



Scale: 1:2,500

Legend

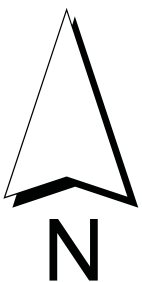
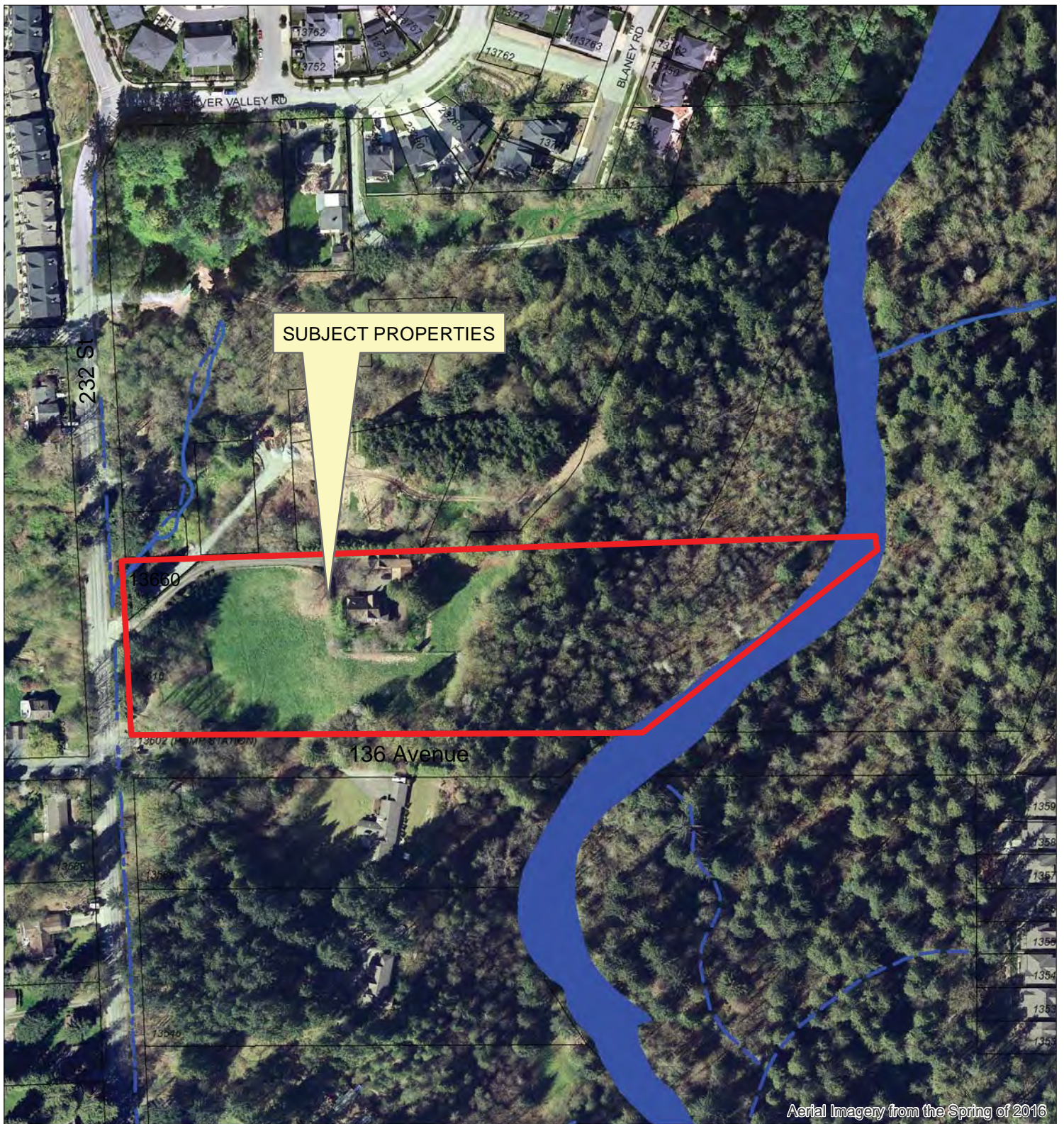
- Stream
- - - Indefinite Creek
- River
- Major Rivers & Lakes

13616 & 13660 232 Street



2017-473-RZ
DATE: Feb 14, 2018

BY: JV



Scale: 1:2,500

Legend

- Stream
- - - Indefinite Creek
- River
- Major Rivers & Lakes

13616 & 13660 232 Street



2017-473-RZ
DATE: Feb 14, 2018

BY: JV

**CITY OF MAPLE RIDGE
BYLAW NO. 7431-2018**

A Bylaw to amend Map "A" forming part of Zoning Bylaw No. 3510 - 1985 as amended

WHEREAS, it is deemed expedient to amend Maple Ridge Zoning Bylaw No. 3510 - 1985 as amended;

NOW THEREFORE, the Municipal Council of the City of Maple Ridge enacts as follows:

1. This Bylaw may be cited as "Maple Ridge Zone Amending Bylaw No. 7431-2018."
2. That parcels or tracts of land and premises known and described as:

South Part Lot 9 Except: Parcel "A" (Reference Plan 10274), Block "A" Section 33 Township 12 New Westminster District Plan 2409 Being All That Portion Of Said Lot Lying To The South Of A Straight Line Drawn Parallel To And Perpendicularly Distant 200 Feet South From The North Boundary; and

Parcel "A" (Reference Plan 10274) South Part Lot 9, Block "A" Section 33, Township 12, New Westminster District Plan 2409

and outlined in heavy black line on Map No. 1749 a copy of which is attached hereto and forms part of this Bylaw, are hereby rezoned to RST-SV (Street Townhouse-Silver Valley), R-3 (Special Amenity Residential District), R-1 (Residential District), and RS-1 (One Family Urban Residential).

3. Maple Ridge Zoning Bylaw No. 3510 - 1985 as amended and Map "A" attached thereto are hereby amended accordingly.

READ a first time the _____ day of _____, 20_____

READ a second time the _____ day of _____, 20_____

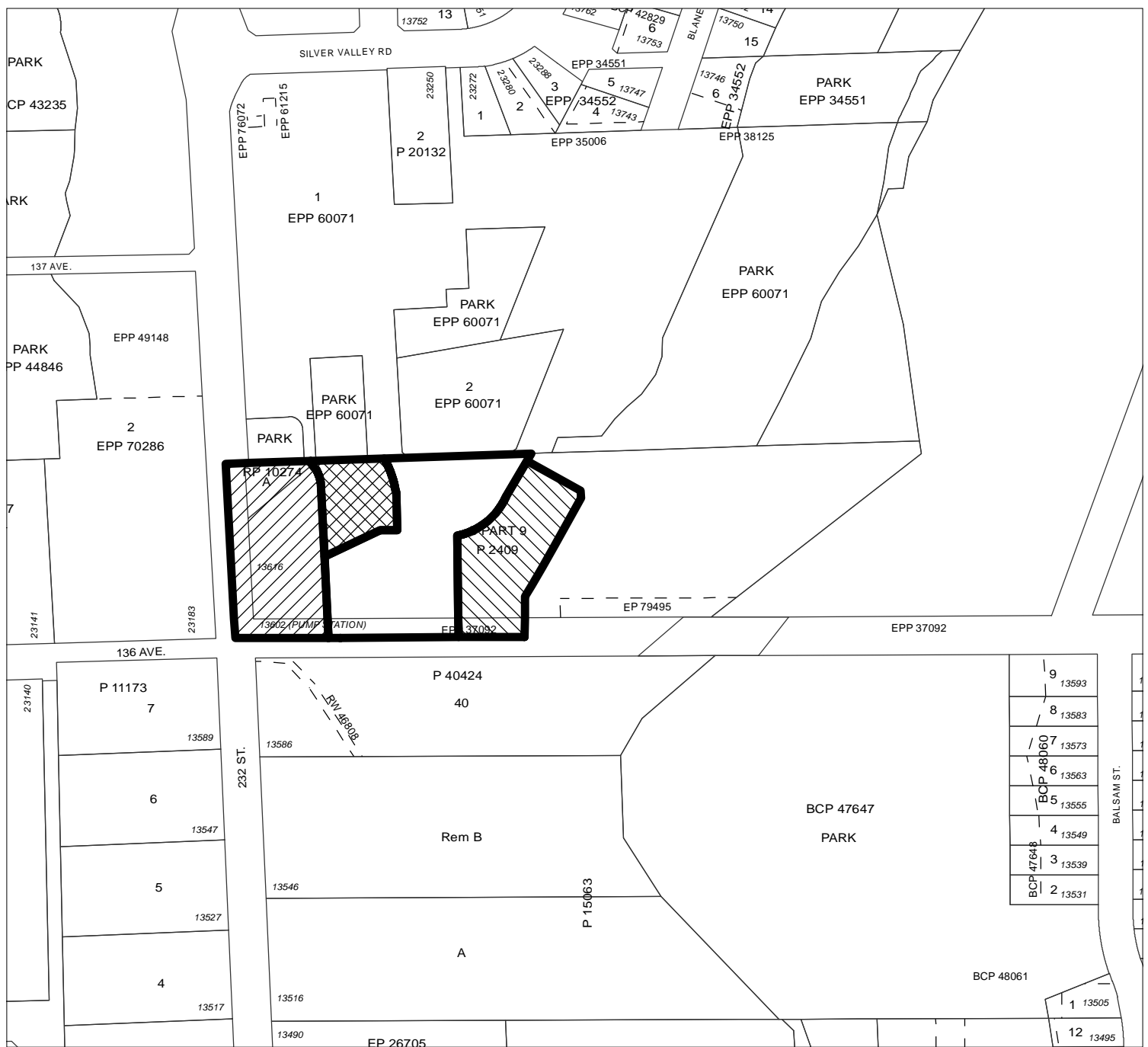
PUBLIC HEARING held the day of , 20

READ a third time the _____ day of _____, 20_____

ADOPTED, the day of , 20

PRESIDING MEMBER

CORPORATE OFFICER



MAPLE RIDGE ZONE AMENDING

Bylaw No. 7431-2018

Map No. 1749

From: RS-3 (One Family Rural Residential)

To:  RS-1 (One Family Urban Residential)

 R-3 (Special Amenity Residential District)

 RST-SV (Street Townhouse - Silver Valley)

 R-1 (Residential District)








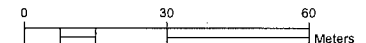
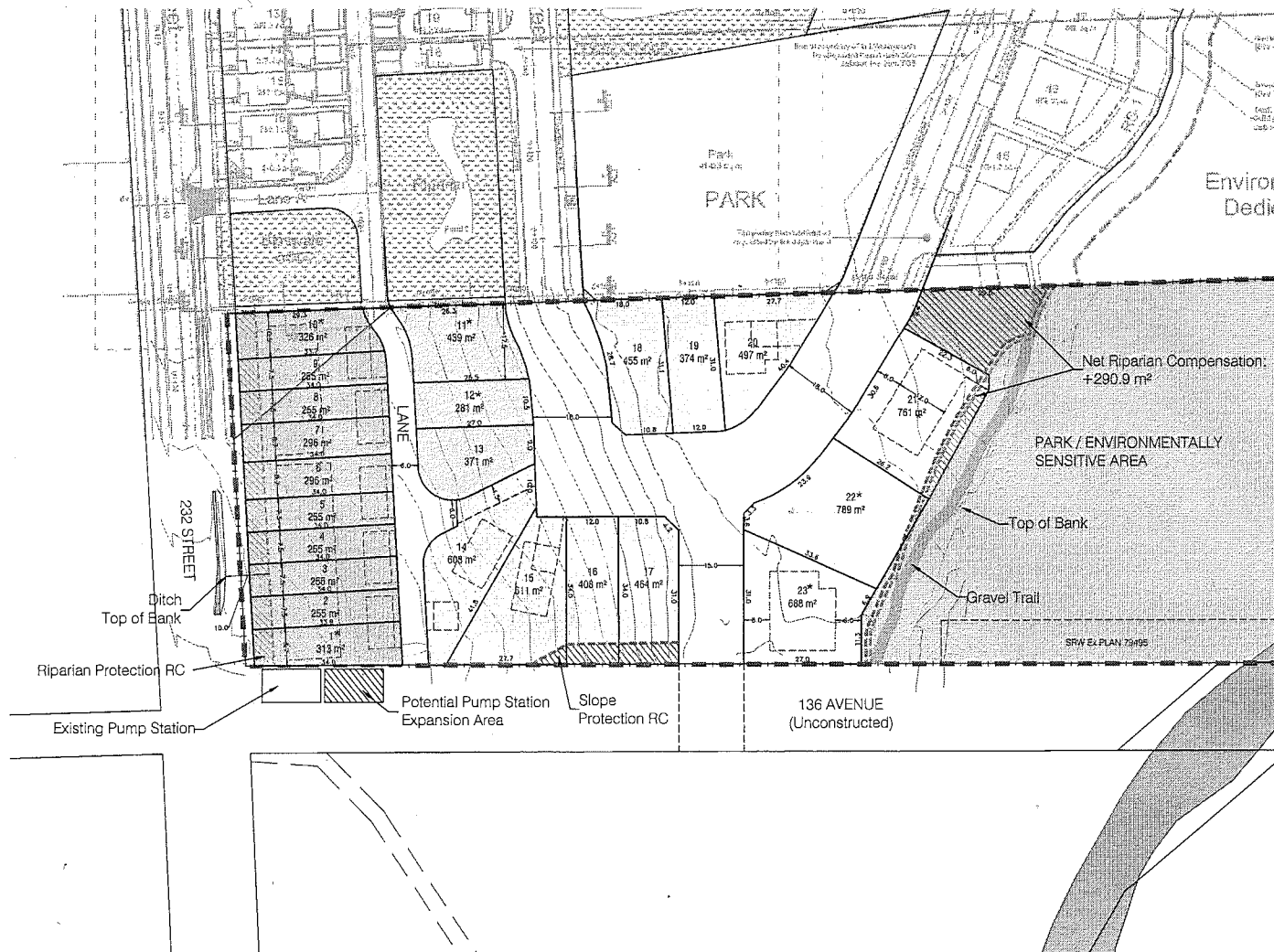
SCALE 1:3,000

APPENDIX D

1118706 B.C. Ltd
Single Family Subdivision
13616 232 St, Maple Ridge, BC

SUBDIVISION CONCEPT

-  RST-SV (217m² - 304m²)
-  R-3 (213m²)
-  R-1 (371m²)
-  RS-1 (668m²)
- 10m Environmental Setback
- 9m Geotechnical Setback
-  DVP Required:
- Lot 1 - Lot Width and Building Setbacks
- Lot 10 - Building Setbacks
- Lot 11 - Lot Depth
- Lot 12 - Lot Depth
- Lot 21 - Building Setbacks
- Lot 22 - Building Setbacks
- Lot 23 - Lot Depth and Building Setbacks




LEGAL DESCRIPTION
PID 004-825-471
PID 002-366-100

GROSS SITE AREA
2.15 hectares / 5.30 acres

EXISTING DESIGNATIONS
OCP: Low Density Urban, Eco Cluster, Open Space, Conservation
Zoning: RS-3

PROPOSED DESIGNATIONS
OCP: Medium Density Residential
Zoning: RST-SV, R-3, R-1, RS-1

LOT YIELD
Existing: 2 lots
Proposed: 23 lots


Scale: 1:1000

 **APLIN
MARTIN**
Project 17-475
2018/01/23

Drawing
1

NOTE: Conceptual layout only, subject to change without notice. Property of Aplin & Martin Consultants Ltd, and not to be reproduced or used without written permission by the Company.
A:\2017\17-475\000\APPENDIX D - Subdivision Concept - 2018-01-23.dwg

City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council

MEETING DATE: February 27, 2018
FILE NO:

FROM: Chief Administrative Officer

MEETING: Council

SUBJECT: Community Emergency Preparedness Fund Grant Application

EXECUTIVE SUMMARY:

Staff attempt to take advantage of grant opportunities as they arise. This report describes a current opportunity that will support our Emergency Preparedness Program and Council is being asked to provide support for the applications.

RECOMMENDATION:

That the Emergency Operations Centres & Training grant application be supported.

DISCUSSION:

a) Background Context:

The Community Emergency Preparedness Fund (CEPF) is a suite of funding programs intended to enhance the resiliency of local governments and their residents in responding to emergencies. Funding is provided by the Province of BC and is administered by UBCM.

CEPF was announced as part of an \$80 million announcement from the Ministry of Transportation & Infrastructure. The EOC & Training grant is for a maximum of \$25,000.

Emergency Operations Centre

The intent of this funding stream is to support the purchase of equipment and supplies required to maintain or improve Emergency Operations Centres (EOC) and to enhance the EOC capacity through training and exercises.

The goal for the City of Maple Ridge grant application is to increase the capacity to display information electronically in the EOC to enhance training as well as for use during an activation. The grant also includes a request for radio communications equipment to strengthen links between the EOC and responders.

The 2017 CEPF Grant application provides details on the proposed equipment upgrades and links to regular monthly training in the inclusion and use of this technology. The requested funding is \$21,800 which covers 100% of the equipment cost for this project.

b) Desired Outcome(s): (whenever possible)

That Council support the grant application mentioned herein and that the City is successful in attracting this funding.

c) Strategic Alignment (as appropriate):

The project that will be completed with grant funding will support building a safe and resilient community.

d) Interdepartmental Implications:

The Emergency Operations Centre is a shared resource with Maple Ridge Fire Rescue as a training room and will receive regular use and benefits from improved technology and computer workstation capacity

e) Business Plan/Financial Implications:

Any additional grant funding allows the municipality to achieve more than could be achieved within current budgets.

f) Alternatives:

That grant funding not be applied for in these instances.

CONCLUSIONS:

Whenever possible it is a benefit to apply for grants that will provide value to the City.

"Original signed by Patrick Cullen"

Prepared by: Patrick Cullen, Emergency Program Coordinator

"Original signed by Howard Exner"

Approved by: Howard Exner, Fire Chief

"Original signed by Paul Gill"

Concurrence: Paul Gill, CPA, CGA
Chief Administrative Officer

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
MEETING DATE: February 27, 2018
MEETING: Council
SUBJECT: 2018 Election – Appointment of Officers

EXECUTIVE SUMMARY:

The Local Government Act requires Municipal Councils to appoint a Chief Election Officer and a Deputy Chief Election Officer for the October 20, 2018 Local Government Election.

RECOMMENDATIONS:

That pursuant to Section 58 (1) of the *Local Government Act*, Laura Benson, Corporate Officer be appointed Chief Election Officer for conducting the October 20, 2018 Maple Ridge general local election with power to appoint other election officials as required for the administration and conduct of the 2018 general local election; and further

That Tonya Polz be appointed Deputy Chief Election Officer for the October 20, 2018 Maple Ridge general local election.

DISCUSSION:

a) Background Context:

The Clerk's Department is responsible for conducting local government elections. For the purposes of conducting an election, the City must appoint a Chief Election Officer and a Deputy Chief Election Officer. It is recommended that Laura Benson, the Corporate Officer be appointed the Chief Election Officer. It is further recommended that Tonya Polz be appointed as the Deputy Chief Election Officer. She has extensive experience conducting elections having served in this role for the last five elections in Maple Ridge.

b) Business Plan/Financial Implications:

The position of the Deputy Chief Election Officer is being funded by the election budget contained within the Clerk's Department budget in the current financial plan.

"Original signed by Laura Benson"

Prepared by: Laura Benson, CPA, CMA
Corporate Officer

"Original signed by Paul Gill"

Concurrence: Paul Gill, CPA, CGA
Chief Administrative Officer

LB:tp

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: Award of Contract - ITT-PL17-87: Maple Ridge Leisure Centre Upgrades

MEETING DATE: February 27, 2018
FILE NO: 02-0810-20-LC-04
MEETING: Council

EXECUTIVE SUMMARY:

At Council Workshop on July 18, 2017, Council directed staff to move forward with an Invitation to Tender for the Leisure Centre Pool Systems, and Leisure Centre Pool Change Room & Lobby renovations. The Invitation was issued on November 24, 2017, and closed on January 18, 2018. Three bids were received. Staff recommends that Contract ITT-PL17-87: Maple Ridge Leisure Centre Upgrades be awarded to the lowest compliant bid, received from Chandos Construction Ltd.

RECOMMENDATION:

That contract ITT-PL17-87: Maple Ridge Leisure Centre Upgrades be awarded to Chandos Construction Ltd. in the amount of \$9,636,000.00 plus taxes;

That a contingency of 20% be established for this project;

That the Financial Plan be amended as set out in the report dated February 27, 2018 titled Award of Contract – ITT-PL17-87: Maple Ridge Leisure Centre Upgrades; and

That the Corporate Officer be authorized to execute the contract.

DISCUSSION:

a) Background Context:

On November 24, 2017, staff issued an Invitation to Tender ITT-PL17-87 for both the Leisure Centre Pool Systems and Leisure Centre Pool Change Room & Lobby renovations. Each bidder was asked to provide a list of comparable work experiences with projects similar in scope and scale, including references, subcontractors, bonding and listing key team members with mechanical pool systems experience.

On January 18, 2018, staff received three bids.

1. Chandos Construction Ltd.: \$9,636,000.00
2. Edifice Construction Ltd.: \$9,675,000.00
3. Magil Construction Pacific Inc.: \$10,500,000.00

b) Desired Outcome:

The desired outcome is to continue to provide high calibre recreation facilities for the benefit and enjoyment of the community now and in the future.

c) Strategic Alignment:

This project aligns with the City's Corporate Strategic Plan objective to manage existing municipal infrastructure through the preparation of appropriate plans to ensure development, maintenance and renewal of community assets, which includes the Maple Ridge Leisure Centre.

d) Citizen/Customer Implications:

The aquatics and lobby area of the Maple Ridge Leisure Centre will be closed to the public during the renovations, and alternate facility entry points have been identified. The Leisure Centre will remain open for program delivery in the multi purpose spaces, fitness centre, gymnasium and the Greg Moore Youth Centre.

Once complete, the renovations will result in significant improvements to the pool, lobby and reception areas, and will greatly increase accessibility and inclusivity in these spaces. These modifications will create an environment that will welcome residents and groups with varied abilities that have not been able to easily attend aquatic programs in the past, and will provide a more pleasurable and welcoming experience for all residents using the improved recreational amenities.

e) Business Plan/Financial Implications:

The existing budget of \$9 million has two components: \$5.5 million for facility infrastructure replacement, and \$3.5 million of external borrowing for improvements. The facility infrastructure budget includes an element of internal financing with repayment using the Infrastructure Replacement property tax increase. The external borrowing for improvements, which recently received electoral approval, includes repayments funded from the Park and Recreation Improvement property tax increase.

The additional \$636,000 required to award the contract, along with any contingency funds required, can be internally financed using facility infrastructure replacement funds, similar to the original renovation budget. If Council approves, these additional funds would be included in the next Financial Plan Bylaw amendment.

CONCLUSIONS:

Staff recommends that the contract for the Maple Ridge Leisure Centre Upgrades be awarded to Chandos Construction Ltd. Advancing this project will address safety concerns related to aging plumbing, circulation systems and pumps.

“Original signed by Michael Millward”

Prepared by: Michael Millward, Facilities Operations Manager

“Original signed by David Boag”

Reviewed by: David Boag, Director of Parks & Facilities

“Original signed by Trevor Thompson”

Reviewed by: Trevor Thompson, Interim Director of Finance

“Original signed by Kelly Swift”

Approved by: Kelly Swift, MBA, BGS
General Manager: Parks, Recreation & Culture

“Original signed by Frank Quinn for”

Concurrence: **Paul Gill, CPA, CGA**
Chief Administrative Officer